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By- Kuncaitis, Yadwiga; Goldwyn, A.J.

COMPARATIVE STUDY OF THE CLEVELAND AND COLUMBUS UNION CATALOGS.

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This comparative study of the Cleveland Regional Union Catalog located at Case Western Reserve University and the Ohio State Library Catalog located in Columbus had as its purpose evaluation of the effectiveness of the catalogs and determination of their potential roles in Ohio library service. Data gathered on questionnaires and from analysis of the catalogs are used to compare the catalogs' administration, operation, services, holdings, and contributing libraries. Because the cost of the two catalogs is judged to be excessive in relation to the amount of service provided, the following recommendations are included: (1) establishment of unified administration of the two catalogs, (2) establishment of a single means of financial support for the two catalogs, (3) physical merger of the two catalogs into an Ohio Union Catalog, and (4) use of the proposed Ohio Union Catalog as the nucleus for a statewide bibliographic center complete with automatic data processing equipment and methods. (CC)

LI 000788

COMPARATIVE STUDY OF THE CLEVELAND AND COLUMBUS UNION CATALOGS

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UNIVERSITY OF MINNESOTA

Prepared by

Yadwiga Kuncaitis and A.J. Goldwyn

for

The State Library of Ohio

U.S. DEPARTMENT OF HEALTH, EDUCATION & WELFARE
OFFICE OF EDUCATION

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School of Library Science

Case Western Reserve University
Cleveland, Ohio
December 1967

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Prefatory Note

Within the time-span of this project it was possible, in general, only to describe the status quo. We have not been able, for example, to stipulate the optimal number of libraries which should participate, or to identify those collections which might most usefully be represented in the catalogs (although we have indicated some criteria for such decisions). Nor have we been able to take into the fullest consideration the future library situation, both public and academic, in the State. The burgeoning State-supported higher-education network and the nascent Ohio College Library Center are forces the effect of which can only dimly be perceived. On the other hand, the shortage of manpower and the possibility of an altered tax base are pressures sure to change the public library picture and probably, by accelerating a tendency toward regionalization, to add to the responsibility of the State Library of Ohio as a strong central resource.

We see the establishment of a merged union catalog and a centralized ILL service based on it as a step which is immediately feasible, providing a useful and usable adjunct to the services of the SLO and the OCLC. The telephone/teletype connections proposed (see page 16) are only elaborations of the present system and do not represent any dramatic automatization, even in terms of today's technology.

We are aware that, particularly in reference to the financial support of the proposed Bibliographic Center, we are challenging traditional (and logical) resistance to "still another" meta-authority in the library world. But a centralized access to regional and, thence, to Statewide and national resources, is a fact of our time. These recommendations are based on that fact.

A. J. Goldwyn
Associate Dean

INTRODUCTION

This is a comparative study of two union catalogs: the Cleveland Regional Union Catalog, located at Case Western Reserve University, and the Ohio State Library Union Catalog, located in Columbus. Data have been collected by questionnaire and by analysis of the operations of the catalogs themselves, on the following aspects:

Administration and operation

Services

Holdings

Contributors and their contributions

The purpose of the study is to evaluate the present contributions of the catalogs to library service, and to determine their potential role in support of libraries in the State of Ohio. The comparative approach is intended to aid in determining the feasibility of cooperation or combination of the two operations. The study also aims at finding means of improvement and extension of services. Conclusions drawn from the findings have been used in formulating specific recommendations.

BACKGROUND INFORMATION

The 1930's were difficult years in many ways for the library world, but in one aspect they were a most beneficial time. As one result of support by the Works Progress Administration (WPA), several union catalogs were set up all over the country--a most important service for libraries and their patrons. These were the beginnings of the two union catalogs in Ohio, the Cleveland Regional Union Catalog and The State Library of Ohio Union Catalog in Columbus. Credit for the Cleveland Catalog goes chiefly to Herbert S. Hirshberg, Dean of the School of Library Science and Director of the University Libraries at the (then) Western Reserve University, and to Dr. Robert Brinkley of the history department, who conceived the idea of a Union Catalog for Cleveland libraries. They received the backing of the President of Reserve, and the promise of cooperation from the major Cleveland libraries. It was then authorized by the WPA, and the date July 27, 1937 marks the starting point of the Cleveland Regional Union Catalog. It took three more WPA projects over the next two years to complete the enterprise; in 1941 the compilation of the Union Catalog was still being reported.

The Union Catalog in Columbus was also the result of a WPA project. For years Ohio had needed a central clearinghouse for interlibrary loans. From the Ohio State Library resources, only a third of the requests coming from all parts of the state could be answered. Through the efforts of Paul A. T. Noon, State Librarian, on October 4, 1937, only three months later than in Cleveland, the union catalog project for the State of Ohio was launched. Many major public libraries became charter members, along with a considerable number of secondary libraries throughout the state. The libraries contributed by sending catalog cards for their bibliographic holdings. The recorded cost of the establishment of the CRUC was $293,191; the cost in Columbus was probably somewhat less, since it contained fewer cards. The initial holdings of the CRUC are indicated as having been 2,077,500 cards in 20 cabinets (there are 37 today). Early records for SLOUC show 26 cabinets with a total of 1560 drawers, but the number of cards is not given.

The method used for the establishing of both catalogs was the same. The cards of the participating libraries were photographed by means of the Eastman Recordak machine, and later cards were typed from the microfilm and filed into drawers, in one alphabetical file. Both catalogs were set up as a main entry catalog; author card (individual and corporate), joint author, editor, author analytic, cross-references, and title cards as main entries, such as periodical titles. For the establishment of both catalogs the rules set up in the Manual of Procedures, published by the Division of Professional and Service Projects, WPA, were applied.

These Union Catalogs were designed to be a type of book-finding index, primarily an aid to libraries for interlibrary loans, book buying and location of printed material in general. Both catalogs have been constantly in use since 1937, even in their incomplete form. Yet they have been used in somewhat different ways. The Cleveland Regional Union Catalog (CRUC), housed in the main library at (now) Case Western Reserve University (CWRU), is consulted mostly by individual patrons in person. Although requests come in by local calls or by mail, there are very few long distance calls. The State Library of Ohio Union Catalog (SLOUC), housed with the processing center of the State Library at a location which is physically remote from the Library itself, has never been open to the public. Requests come by mail and by telephone, including a large proportion of long distance calls. The number of long distance calls has increased spectacularly since 1964 when the State Library established a collect-call service, so that each out-of-town library is now able to call the UC whenever it needs to locate an item in a hurry.

METHODOLOGY

The following procedures were employed:

A. Background study: documents describing the origin and early state of the catalogs were searched for and studied.

B. Review of recent pertinent literature: a search was made for recent literature (1960-67) on union catalogs and on bibliographic aspects of state-wide reference networks. The material is reviewed in a bibliographic essay.

C. Description of the union catalogs, based on questionnaires and other data as indicated.

   1. Administration and Operation. Based on Questionnaires I and II.

   2. Services. Based on:

      (a) Questionnaires I and IV, sent to operators of both catalogs.

      (b) Interviews and discussions with the Director of the Cleveland Regional Union Catalog (CRUC), and with the Director of the Catalog Center of the State Library of Ohio (SLOUC).

      (c) Interviews with the catalog staffs involved in operation and management.

      (d) Interviews with users of Cleveland Regional Union Catalog. Questionnaires were presented to users at the CRUC during two time periods, totalling 20 days: October 2-16 and November 1-4. Coverage was for the hours of operation of the Freiberger Library, where the catalog is located, whether or not members of the catalog staff were on duty. The catalog at Columbus is not open to individual users; requests there are received by mail and telephone.

      (e) Annual reports, statistics, and correspondence of both catalogs.

   3. Contributors and their contributions. Based on Questionnaires III-A and III-B.

4. Use and users. Based on replies to Questionnaires III-A and III-B, which were sent to all contributing libraries. Additional data were derived from Questionnaire III-B, sent out to non-contributing libraries listed in the Ohio State Library Directory of 1967. Data derived from these questionnaires has been arrayed by type, size, and location of library.
5. Holdings. Based on replies to Questionnaire II, and on a random sampling of 13 drawers of cards from the Cleveland catalog (18,234 items) and of 12 drawers of cards from the Columbus catalog (12,180). Where feasible, analyzed portions of both catalogs covered the same section of the alphabet.
6. Comparison of Holdings. To determine the extent of duplication of materials in both catalogs, twelve drawers of the Columbus catalog were microfilmed, and compared with the same section of the Cleveland catalog. The samples were selected in such a way as to represent a diversity of entries and materials: e.g., corporate author entries as well as individual author entries, and entries for obscure as well as well-known writers.

In data concerned with catalog use, discrepancies will be noted between use records maintained by the union catalogs and those reported by the using libraries. Some libraries do not keep such records, and among those which do, there is no standard formula for statistical record keeping.

The analysis of catalog content must be treated as a rough approximation, in view of the inadequate maintenance of the catalogs themselves. This results both from a lack of resources, at least in the case of the Cleveland catalog, and from the fact that contributing libraries are frequently remiss in updating their additions and deletions, especially the latter.

7. In addition to the questionnaires mailed to the various libraries, and the other procedures listed in 1-6 above, the Project Manager made several trips to Columbus to familiarize herself with operations there.
8. Finally, for a period of 20 days, a constant watch was maintained at CRUC during all of the time (generally from 8:30 a.m. to midnight) that it was accessible to the public, regardless of whether the regular University staff was on duty or not. In this way for the first time a complete record of use was made possible.

RECOMMENDATIONS IN BRIEF

Following is a summary of recommendations and observations based on the study of the two Union Catalogs.

A. The catalogs make an important contribution to library service in Ohio.

B. They operate at a cost which is excessive in terms of the amount of service provided.

C. Service should be continued only if certain conditions are met, conditions which hopefully will result in significant improvement in quality and scope of service, with a lower per-unit cost. The conditions are:

1. Establishment of a unified administration for the two catalogs.
   a. The formation of a governing board representing member libraries and including representation both from the State Library of Ohio and the Ohio College Library Center.
   b. The appointment of a permanent, full-time Director with authority and resources to staff and operate the Center (see 4, below) in a professional and efficient manner.
   c. The establishment, under the Director, of a continuing program of information and publicity, designed to increase the use of and cooperation with the Center. Casual and random access characteristic of present use (particularly in Cleveland) is perhaps the most important reason for the general lack of enthusiasm evidenced in user response.
2. Establishment of a single, firm, permanent financial structure to support the two catalogs. (See Financial Base, page 10.)
3. Physical merger of the two catalog operations, with radical improvements to be made in the quality of the catalogs themselves.

   a. "Radical improvements" is interpreted to mean careful and complete editing of both files, the cost of which must be considered in any planning. It should be noted that a merged catalog would be considerably smaller than a total of the two present ones, for two reasons: (1) the considerable overlapping (due mainly though not entirely to the presence of Cleveland Public Library cards in both files) would be eliminated; and (2) editing would eliminate the present redundancy of main-entry cards in both files caused by clerical failure over the years to recognize new cards for old titles.
   b. The merged catalog would most conveniently be located in Columbus, proximate both to the State Library and to the Ohio College Library Center, and more or less equidistant from Cincinnati, Cleveland, etc.
   c. Teletype connections should be established at remote locations, in Cleveland at once and elsewhere as soon as possible.

4. The use of the resultant Ohio Union Catalog as the nucleus for a professionally staffed Bibliographic Center, equipped with a comprehensive set of bibliographic tools and publications, offering full service to libraries in support of their interlibrary loan requirements.
   a. The Center should, in fact, serve as the focus for ILL operations for the State, in full cooperation with the Ohio College Library Center.
   b. The dependably-edited and merged file should serve as a check point* to prevent the discard of the last known copy of a book in the State. A library holding the last known copy and wishing to discard it could be requested to transfer the book to the State Library.

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*As suggested in the Blasingame Study.

FINANCIAL BASE: FURTHER COMMENTS

The establishment of a firm financial structure is absolutely essential to effective and efficient operation of any bibliographic service. The high per-unit cost of operation of the union catalogs today is a function of both economy-induced inefficiencies and of inadequate planning for extension of service. The service gets worse because of poor coordination of contributions and insufficient staffing of the catalogs. As the service gets worse, the motivation for support is weakened. (Another problem, particularly in Cleveland, is the by now traditional role of the catalog as a stepchild or unwanted legacy.)

At the present time, the burdens are poorly distributed. Certain institutions are carrying an inordinate share of the burden for upkeep and for bibliographic contributions. A more equitable distribution of the burden is essential, with equalization proportionate to the costs involved in each organization's contribution to the catalog. Such reimbursement should begin immediately with support for the operation at Cleveland, which until now has been operated entirely at the expense of Case Western Reserve University. This support should be sufficient to obtain the services of a competent professional person to direct the phase-out of the Cleveland catalog as an autonomous operation, and the establishment of the new lines of communication between the proposed Center and the libraries now using the Cleveland catalog. At present the Cleveland catalog is without professional staff.

The present duplication of effort is indefensible. It is true that the clientele using the present catalogs differs, but the services are essentially the same. A well-planned merger will deemphasize the parochial differences between public, academic and special libraries in the interest of better bibliographic service to all. At present, there is substantial duplication in the bibliographic work done by libraries. In order to promote the efficient operation of all member libraries, the merged union catalog should be made part of a complete bibliographic search service, properly staffed and equipped. It would be ideal for this service to be operated at Columbus by the State Library, which is the logical coordinator for state-wide cooperative effort. Its location at Columbus would also facilitate cooperation with the efforts of the Ohio College Library Center. And finally, coordination with the activities of the Processing Center of the State Library would provide both administrative and operational benefits.

FUTURE TASKS

As indicated in the Prefatory Note, the recommendations of the present study are mainly for immediate first steps. The following recommendations and observations are intended to advise the future administration of the combined resource.

A. Nature of bibliographic contributions

A thorough study should be made of the contributions needed from various kinds of libraries in order to provide for effective identification and inter-library loan operation. The Ohio Union Catalog should not be expected to represent the entire holdings of all libraries in the State, but it should contain entries for unique, rare, or specialized bodies of materials.

B. Types of Contributors

Careful planning will be needed to assure the optimum mix of contributor libraries and the exact nature of their bibliographic contributions. The contributing libraries should be appropriately distributed geographically and by type of library. It should be determined as part of a system study, what the point of diminishing returns is for recording of multiple locations. Factors involved in this decision include present and projected interlibrary loan needs, and expense involved. The latter should be considered in terms both of present operations and of the economies which will eventually be possible through the use of automatic data-processing techniques.

Implicit here and throughout these recommendations is the mandate for cooperation with the Ohio College Library Center.

C. Types of Contributions

The final determination of the subject and forms of materials to be included should be made after further consultation with the member libraries. We recommend that the following types of materials not be included;

Periodicals

Fiction

Juvenile literature

However, the Ohio Bibliographic Center should coordinate its efforts with those of the several now-current projects for the development of Union Lists of Serials in Ohio.

D. Effect of ALA ILL Code

In planning the mix of bibliographic contributions, attention should be paid to the Interlibrary Loan Code now being revised by a committee of the American Library Association. Entries included should bear clear indication of restrictions of their use.

E. Standardization of Entry Form

Effort should be made to get agreement by member libraries on form of entry; this will facilitate greatly both input and output operations. In this effort, consultation with appropriate data-processing authority should be sought, since any major revision should be implemented with an awareness of the pressures for an increasingly available technological possibilities of automation or mechanization of I/O (see I, below).

F. Schedules

Contributions should be scheduled to prevent pile-ups and seasonal backlogs in filing.

G. Withdrawals

It is especially important that contributing libraries make rapid notification of withdrawals, since at present a great deal of time is wasted by attempts to borrow books no longer in libraries which once had them.

H. Relations with National Union Catalog

The proposed Ohio Union Catalog will provide an information source supplementary to the National Union Catalog (NUC). The printed catalogs of

NUC are not obtained by many small and medium sized libraries because of their cost. Further, expected development of centralized cataloging will mean a decrease in the usefulness of having these publications in every small library. The proposed Ohio Bibliographic Center can provide full reference service upon the base of its own full set of such bibliographic publications. It would also make possible through the Ohio Union Catalog identification of other libraries holding specific titles, thus facilitating interlibrary loan beyond the scope of NUC.

Libraries contributing cards to the National Union Catalog should arrange to send the cards directly to NUC, rather than sending them, as at present, via the Cleveland Regional Union Catalog. This will result in less delay in incorporating new entries in both NUC and in the Ohio Union Catalog.

I. Use of Automatic Data Processing Methods

We suggest that the system analysis and planning of the merger and of the subsequent operation of the proposed Center be conducted with full cognizance of the potential use of automatic data processing methods. Since it is unlikely that these methods will be available in the immediate future for the work which needs to be done now, the most urgent needs, in terms of processing, relate to the preparation of proper input. (See G, above.) And basic to the future of the combined catalog is a user-oriented system study which will itself influence forms of input and access.

(1) Conversion to Machine-readable Form

The present state of maintenance in both catalogs is deplorable, and it would be a waste of scarce resources to convert them to machine-readable form at present. The history of the catalogs, as referred to elsewhere in this report, serves as the unfortunate reason for their state.

But even if the catalogs were in good condition, they should not be converted to machine form except as part of a well-considered plan which would take into account the future operation of the Center, and the imminent changes in conventions for bibliographic format. (e.g., Project MARC.) Further, by the time the input has been prepared, and plans are formulated for the services of the Center, the technical means for conversion of files may have changed radically.

(2) Suggestions for Book Catalogs

Book catalogs for the system are a possibility suggested by some respondents. But this is not an innovation which can or should be begun lightly, without much planning. The book catalogs which have found to be economical and feasible are those of well-unified systems. The proposed Center could do much to meld the libraries of Ohio into an effective library network, but this is not possibly by any such simple expedient as a book catalog. It depends most of all upon a great deal of planning and the development of effective liaison among the people in the libraries and library systems which would become part of such an integrated network. It would be a tragedy to expend scarce resources in an ill-considered and abortive book catalog effort, when less money could more wisely be spent in the development of accurate and useful input adequate for today's environment.

(3) Input-output Mechanisms

The same might be said for terminal devices which are now available for input-output. Attention to these has become extremely fashionable, and in certain developmental systems, a great deal of money has been spent to provide machinery for use by installations or individuals. On-line processing, like any other tool, is useful only in terms of the use made of it. In our opinion, there is no present justification for use of any such exotic tools in the development of the catalog or of the proposed Center. This is not to rule them out for the future. But the attention of the Governing Board and of the Director should not be diverted from the more pressing needs outlined here.

J. Communication Networks

During the period of consolidation of the two catalogs, it will be necessary to have improved communication facilities between them, including a direct telephone service and teletypewriter linkage. After completion of the merger, it will also be desirable to retain a Cleveland office equipped with these communication channels, for liaison between the Center and the libraries in this area, since these libraries are oriented to the use of the Cleveland catalog. If so, it should probably be supported cooperatively, either with provision for payment upon use, or with a set annual levy on each cooperating institution which would guarantee unlimited access. Service to individual users, under such an arrangement, would be available only through a cooperating library. Similar offices should then be established, as feasible, in such locations as Cincinnati, Toledo, Youngstown, Dayton, etc.

QUESTIONNAIRE I

FIGURE 1. Personnel
2. Hours of Operation
3. Card Processing
4. Cards
5. Operation Costs
6. Operational Difficulties
7. Card Shipments to Library of Congress (Cleveland only)
8. Physical Description of Catalogs (A, B, C)

QUESTIONNAIRE II

FIGURE 9. Subjects Represented
10. Form and Type of Material Represented
11-A. Unique and Multiple Locations with Highest and Average No.
11-B. of Locations Per Item
11-B. Number of Unique Items Per Contributing Library

QUESTIONNAIRE III, A

FIGURE 12. Questionnaires Returned from Libraries Contributing to Either or Both of the Union Catalogs
13. Libraries Currently Contributing to Cleveland Regional Union Catalog (CRUC)
NOTE TO FIGURE 14.
14. Contributions and Withdrawals to CRUC
NOTE TO FIGURE 15
15. Cards Received at CRUC for the Period Jan.-Sept. 1967 by Month
16. Libraries Currently Contributing to State Library of Ohio Union Catalog (SLOUC)
17. Contributions and Withdrawals to SLOUC
18. Number of Contributing Libraries by Region, Type and Size
19. Regional Distribution of Libraries by Size
NOTE TO FIGURE 20
20. Frequency and Regularity of Contributions, by Type and Number of Libraries
21. Number of Current and Non-current Contributors by Type of Library
22. Names of Libraries Which are not Current Contributors
23. Changes in number of contributing Libraries 1937, 1966, 1967
NOTE TO FIGURE 24-A
24-A. Number of Libraries Contributing Items, by Subject
NOTE TO FIGURE 24-B
24-B. Number of Libraries Contributing Items, by Form and Type
25. Existence of Policy Regarding Contributions
26. Contributors' Agreement on Retaining of Last Copy
NOTE TO FIGURE 27
27. Cost of Contribution, by Type of Library
NOTE TO FIGURE 28
28. Evaluation by Contributing Libraries of their own Contributions
29. Number of 1956-67 Imprints Sent to Library of Congress by Eleven Selected Libraries (by Month, Jan.-Sept., 1967)

QUESTIONNAIRE III, B

FIGURE 30. Libraries Using Both Union Catalogs (Derived from Questionnaires Only)
31. Libraries Using Either Union Catalog or Both (Derived from Questionnaires Only)
32-A. Libraries Using Either Union Catalog (Derived from Questionnaires and Union Catalog Records)
32-B. Questionnaires Returned by Libraries Not Using Either Union Catalog
32-C. Breakdown of 32-B
32-D. Most Frequent Users of Either Union Catalog
33. Distribution of Using Libraries by Location, Type and Size
  A. Using CRUC
  B. Using SLOUC
  C. Using Both Catalogs
34. Number of Requests for Service from Libraries, by Type of Library, for last year (Derived from Questionnaire)
35. Number of Requests Received During Last Five Years
36. Number of Years of Use of the Union Catalogs, by Type of Library
37. Purpose of Using Union Catalogs, by Type of Library (Derived from Questionnaires)
38. Manner of Use of Union Catalogs, by Type and Number of Library, for the Past Year (Derived from Questionnaires)
39. Type of User for Whom Information was Requested, During Past Year
40. Subject Categories of Material Requested
  A. CRUC
  B. SLOUC
41. Use By Form of Materials
42. Use by Publication Dates of Materials
43. Analysis of Requests Not Filled
44. Uniques Uses of SLOUC, 3 Year Survey
45. Libraries Most Often Using Union Catalogs, by Region
46. Use of Various Sources for Location of Items Not Owned by Libraries (by Type and Size of Library)
47. Evaluation of Union Catalogs by Using Libraries, by Size and Type of Library
48. Interlibrary Loan Availability of Items Located Through Union Catalogs
49. Number of Interlibrary Loan Requests Received as a Direct Result of Verification of Item in Union Catalog, 1966-67
50. Interlibrary Loans Reimbursed by State Library

QUESTIONNAIRE V

FIGURE 51. Analysis of the Individual Use of the CRUC (20 Days Survey) - A
52. Analysis of the Individual Use of the CRUC (20 Days Survey) - B
53. Analysis of the Individual Use of the CRUC (20 Days Survey) - C

PERSONNEL AT CLEVELAND UC

TASKS PERFORMED BY	TASKS PERFORMED	% OF TIME SPENT BY WORKER (per 37½ hours wk)
First Library Asst. in charge of UC.	Receives, counts, stamps and acknowledges cards received.	40
	Answering requests: by telephone, by mail; patron help at the UC.	30
	Supervision of packing and unpacking of the Preliminary Catalog shipments to and from Library of Congress.	10
	Supervision of combining and filing cards from Preliminary to Permanent Catalog.	10
	Supervision of student assistant filing work.	
	Maintenance of daily, monthly and annual records of use and work accomplished	10
Library Assistant	Filing of cards in both Preliminary and Permanent File.	50
	Training and partial supervision of student assistants.	20
	Combining, stamping and preparation of cards for shipments to Library of Congress.	30
	Replaces First Lib. Asst. in her absence. (supervisor)	
Student Assistant help.	Filing, packing of cards, typing as required.	100 (8-10 hrs. weekly)

FIGURE 1: QUESTIONNAIRE I (cont'd.)

PERSONNEL AT COLUMBUS UC

TASKS PERFORMED BY	TASKS PERFORMED	% OF TIME SPENT BY WORKER (per 40 hours wk)
(Clerk Typist III) Supervisor of UC	Filing main entry cards received. Supervision of filing.	50
	Answering telephone calls for the Catalog Center and supplying information for those requests made on the Union Catalog.	10
	Answering requests made by mail on the Union Catalog.	20
	Keeping statistical records pertaining to the UC and compiling these in the monthly report. Typing cards for the Catalog. Checking of cards received for uniformity of entry.	15
	Performing related work as required.	5
Library Assistant	Filing cards into UC.	50
	Withdrawing entries from UC	35
	Answering long distance calls.	10
	Performing related duties as required.	5
Clerk I	Filing cards.	100

FIGURE 1: QUESTIONNAIRE I

HOURS OF OPERATION

	CLEVELAND		COLUMBUS
DAYS	LIBRARY & U C OPEN	STAFF IN ATTENDANCE AT U C	ATTENDED BY STAFF **
Monday - Thursday	8-12 p.m. + 8-10 p.m. *	8-5 p.m.	8-5 p.m.
Friday	8-10:30 p.m.	8-5 p.m.	8-5 p.m.
Saturday	8-5 p.m.	---	---
Sunday	2:30-12 p.m.+ 2:30- 6 p.m.*	---	---

+ Winter
* Summer

** Not open to public after staff hours

FIGURE 2: QUESTIONNAIRE I

CARD PROCESSING

CLEVELAND

The Cleveland Regional Union Catalog (CRUC) receives cards from 42 contributing libraries (27 Academic, 2 Public, 13 Special). All cards should be stamped by the contributing library--if not, they are stamped after arrival. Then the cards are counted and their number is acknowledged on a special form for this purpose. Prior to filing to the Permanent Catalog, the titles of the cards are combined according to the Combining and Editing Rules and after filing the number of cards is recorded. On request current imprints of eleven libraries are sent monthly to the Library of Congress. These libraries are as follows:

Case Western Reserve University (9 libraries)
Cleveland Public Library
University of Cincinnati Library
Miami University Library
Oberlin College Library
Hebrew Union College Library
Cleveland Museum of Art Library

FIGURE 3: QUESTIONNAIRE I (cont'd.)

FIGURE 3: QUESTIONNAIRE I (cont'd.)

Ohio Wesleyan University Library
Cleveland Institute of Art Library
Kent State University Library

Cards of all other contributors are sent only twice a year to Washington, D. C.

Procedure of accession and processing cards at Cleveland Regional Union Catalog.

1. The new cards from contributors are counted, location-name of library, stamped, alphabetized and acknowledged.
2. Then they are separated into the following catagories:
    - a) 1956 - to date published items from the 10 selected libraries for monthly shipments to LC, N.U.C.
    - b) Pre-1956 - and all cards received from the rest of contributing libraries are combined.
    - c) According to the Combining and Editing Rules. Then the cards filed into the Preliminary Catalog, and twice a year (each six months--June and December) they are shipped to the LC, N.U.C.
    - d) When returned from Washington, all locations combined on one card and filed into the Permanent Catalog.

COLUMBUS

See "Procedure Descriptions" (Difference: Columbus does not send cards to LC.)

FIGURE 3: QUESTIONNAIRE I

POLICY OF
THE CLEVELAND REGIONAL UNION CATALOG
FOR CONTRIBUTING LIBRARIES

The cards should be rag content and should be either in Library of Congress or an equally acceptable form of reproduction. The entries should conform to standard library practice in main entry, collation, etc. There should be one main card for each title in your library. If it is not possible for you to send a main card for each title in your library up to the present date, you might set a starting date and inform me that you will send a main card for each title added from such a date hereafter. This should include only books fully cataloged in your library.

In the case of Journals: journals that began publication before 1950 are to be reported to Cleveland Regional Union Catalog. Journals that began publication in 1950 and after that date are to be reported to New Serial Titles and not to the Union Catalog. In journals started prior to 1950 you need to indicate on the Union Catalog Card only your starting date and not every additional continuation thereafter--just an open entry, if it is still published. Please send us cancellation notices also.

We will have stamps made with the abbreviation of your library and send you two of them; we ask that you stamp your cards in the upper left-hand corner on the front of the card and alphabetize your cards and send them to Cleveland Regional Union Catalog, Freiberger Library, Case Western Reserve University, Cleveland, Ohio, 44106.

In the case of titles cataloged as a set, you need only send a main set card, and not cards for each title in the set. Each month we send cards received for the month for imprints for 1956 to date into the National Union Catalog, Washington, D. C., of 10 major libraries selected by Library of Congress.

Twice a year we send cards for imprints prior to 1956 to the National Union Catalog. These cards are filmed there for their master file and returned to us to be filed in our permanent file. We will be glad to have cards from your library. If it is not practical for you to send cards for all the books you catalog, and you wish to be selective and send only part, you may do so; but it is better to be all-inclusive, if possible. You might send cards once a month if that is practical. We will acknowledge receipt of cards by count.

CARDS

CLEVELAND	1966-67	1965-66	1964-65
Regular contributions received	103,607	106,456	88,702
Special contributions received	301	100	56
TOTAL	103,908	106,556	88,758
Withdrawal records received	4,527	4,830	2,780
Cards added to U C (after combining locations)	47,892	56,119	32,054
Cards Withdrawn	1,000	1,500	1,300
Annual Increase in the Catalog	46,892	54,619	30,754

COLUMBUS	1967 Jan - Aug	1966 Jan - Dec	1965 Sept - Dec
Regular contributions received	75,218	96,900	29,914
Withdrawal records received	11,423	13,231	6,375
Cards added to U C (after combining locations)	18,842	43,942	16,836
Cards Withdrawn	1,441	1,814	1,148
Annual Increase in the Catalog	17,401	42,138	14,688

FIGURE 4: QUESTIONNAIRE I

OPERATION COSTS

CLEVELAND	BUDGET 1967-68	1966-67	1965-66	1964-65	1963-64
Personnel *	$9,600	$10,825.00	$ 8,136.00	$ 8,016.00	$ 5,299.00
Equipment	---	1,300.00	1,295.00	1,275.00	1,250.00
Supplies	---	125.00	120.00	115.00	100.00
Card Distributing Activity	---	6,234.00	6,387.36	5,325.48	3,926.70
TOTALS	$9,600	$18,484.00	$15,938.36	$14,731.48	$10,585.70

* Two full-time clerks, professional advisory personnel, and part-time assistants. There was less help in earlier years.

COLUMBUS **	BUDGET 1967-68	1966-67	1965-66	1964-65
Personnel	$7,789.00	$6,692.00+	$6,189.00++	$3,999.00+++
Equipment	---	---	---	---
Telephone	1,700.00	1,470.00	1,025.00	348.00
TOTALS	$9,489.00	$8,162.00	$7,214.00	$4,347.00

** Until 1967, two funds existed: The Library Service and Construction Act (LSCA) provising federal and matching state funds, and the Member Libraries Contract fund.

Given + totals divided as follows:

+ LSCA	$3,139.00	++ LSCA	$3,171.00	+++LSCA	$2,050.00
Contract	3,553.00	Contract	3,018.00	Contract	1,949.00

FIGURE 5: QUESTIONNAIRE I

OPERATIONAL DIFFICULTIES

REASONS	CLEVELAND	COLUMBUS
1. Staff		
a) Insufficient in		
number	x	
training	x	x
communication (up and down chain of command)		x
2. Organization		
a) No known policy		x
b) Lack of rules (for filing etc.)		x
c) Lack of bibliographic tools		x
d) Lack of guide cards	x	x
e) Inconvenient physical arrangement (5 places to search	x	
3. Technical		
a) Misfiling* (very heavy in "Music")	x	x
b) Drawers replete (esp. for Bible, Shakespeare drawers)		x
4. Interpretation of ILL policy not uniform at different libraries. Variety of lending practice makes service complicated and difficult.		x
5. Insufficient or incorrect information given by the requestor.	x	x

*Main reason for not locating items and not following requests.

FIGURE 6: QUESTIONNAIRE I

CARD SHIPMENTS TO LIBRARY OF CONGRESS
(CLEVELAND ONLY)

FREQUENCY	1966-67	1965-66	1964-65	1963-64	1962-63
Once a month Cards for items published 1956 to date contributed by 10 major libraries	58,482*	56,781	53,430	46,346	37,212
Twice a year Cards for all other libraries including pre-1956 imprints of the 10 selected libraries	51,799**	30,678	31,954	29,450	34,850
TOTAL PER YEAR	110,261	87,459	85,384	75,796	72,062

*4,873 per month
**In two shipments: June and December

FIGURE 7: QUESTIONNAIRE I

PHYSICAL DESCRIPTION OF CATALOGS

A. SIZE OF UNION CATALOG

YEAR	NUMBER OF CARDS *	
	CLEVELAND	COLUMBUS
1967	3,100,644	1,437,000 (approx.)
1966	3,063,242	
1965	3,007,123	
1964	2,975,069	
1963	2,943,823	
1937-41	2,077,000	

*In Cleveland with 35 cabinets of 2247 drawers, the average number of cards per drawer is 1380. In Columbus with 24 cabinets of 1415 drawers, the average number of cards per drawer is approximately 1015.

B. PHYSICAL ARRANGEMENT AT CRUC

There are five different units at the CRUC, viz.:

I. Preliminary Catalog**

It is divided into two parts according to the frequency of cards shipments to the National Union Catalog:

a) Current Accession File I--for cards of the 11 libraries for books published in 1956 and after which are sent monthly to the Library of Congress.

b) Current Accession File II--for cards of the same libraries for books published before 1956 and all cards from all contributing libraries of all periods. These cards are sent only twice a year (in January and July) to the National Union Catalog.

c) There is a separate compartment of the Preliminary Catalog at the CRUC containing the cards of U.S. Government Publications which are not sent to the Library of Congress.

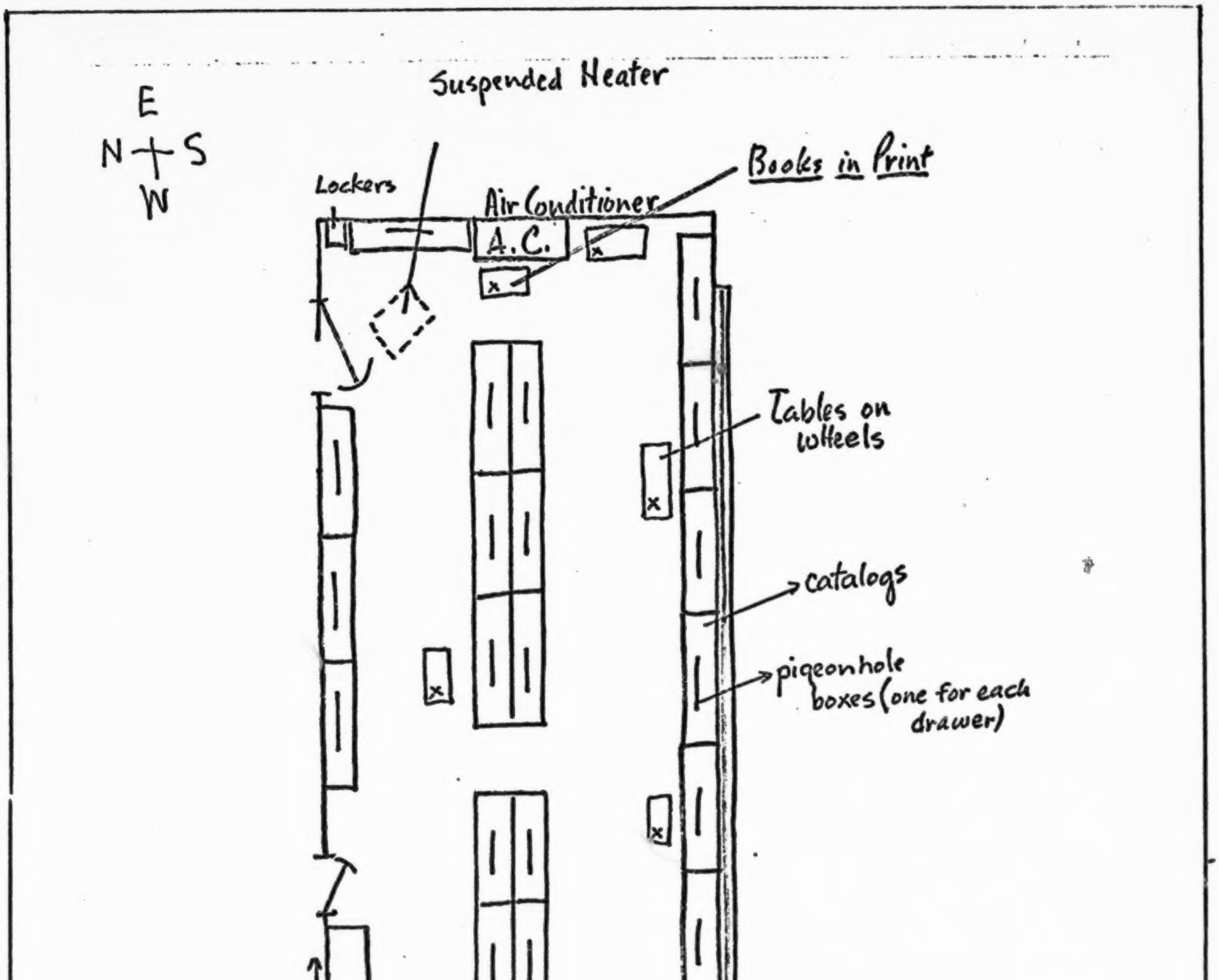
II. Permanent Catalog

When the cards are returned to the CRUC they are filed into the Permanent Catalog which is the main CRUC catalog.

**Contains between 20,000-35,000 cards, depending upon the facilities of the general operation.

FIGURE 8: QUESTIONNAIRE I (cont'd.)

C. PHYSICAL ARRANGEMENT AT SLOUC


Suspended Heater
E
N
S
W
Lockers
Air Conditioner
A.C.
Books in Print
x
Tables on wheels
catalogs
pigeonhole boxes (one for each drawer)
Shelf List. State LIBRARY
typing
Supervisor
filecabinet
Telephone

Four double-tubed fluorescent lights suspended from ceiling

Cards to be withdrawn stored on top of Shelf list cabinets

$\frac{1}{8}$" = 1'0"

FIGURE 8: QUESTIONNAIRE I

SUBJECTS REPRESENTED

	SUBJECTS REPRESENTED	Cleveland	Columbus
(000)	Library Science	60	24
(100,200)	Philosophy & Religion	356	770
(100,300)	Psychology & Education	589	489
(300)	Social Sciences	1,603	1,445
(300)	Economics & Business	835	674
(400)	Linguistics	385	326
(500)	Science	1,264	729
(600)	Appl. Science-Technology, Agricult., Medicine	1,312	1,304
(700)	Art & Architecture	210	834
(800)	Literature & Drama	2,566	2,867
	Travel	66	350
	Geography	406	190
(900)	Biography	493	847
(900)	History & Geneology	973	1,063
	Juv. Literature	56	---
	Fiction	217	---
	Miscel. others	803	249
	TOTAL OF CARDS ANALYZED	12,194	12,161
Publications in Foreign Language (all subjects)		1,717	902

FIGURE 9: QUESTIONNAIRE II

FORM AND TYPE OF MATERIAL REPRESENTED

	Cleveland	Columbus
Material Represented	No. of Cards	No. of Cards
Books	9,120	10,191
Serials	2,624	1,616
Government documents	117	47
Theses	135	35
Maps	82	141
Music scores	41	95
Phonograph records	15	16
Other non-books	60	20
TOTAL CARDS ANALYZED	12,194	12,161

FIGURE 10: QUESTIONNAIRE II

UNIQUE AND MULTIPLE LOCATIONS WITH HIGHEST AND AVERAGE NUMBER OF LOCATIONS PER ITEM

NO. OF CARDS ANALYZED		UNIQUE LOCATIONS		MULTIPLE LOCATIONS		HIGHEST NO. OF LOCATIONS / CARD		AVERAGE NO. OF LOCATIONS / CARD	
CLEVE.	COLUM.	CLEVE.	COLUM.	CLEVE.	COLUM.	CLEVE.	COLUM.	CLEVE.	COLUM.
16,638	12,161	12,699	8,531	3,939	3,630	14	29	5.3	4.5

FIGURE 11-A: QUESTIONNAIRE II

NUMBER OF UNIQUE ITEMS PER CONTRIBUTING LIBRARY

CLEVELAND UNION CATALOG	No. of cards in 6 drawers analyzed*
Case (Sears) of CWRU	137
Cleveland Hts. Public Library	31
Cleveland Mus. of Art	138
Cleveland Med. Lib.	42
Cleveland Public Lib.	1,026
Cleveland State Univ. (Fenn Coll.)	64
East Cleveland Pub. Lib.	81
Federal Reserve Bank Lib.	38
Fremont	10
Garden Center	12
Hebrew Union College	41
John Carroll Univ.	67
Kent State Univ.	32
Kenyon Coll.	4
Lakewood Public Lib.	42
Miami Univ.	156
Nat. Hist. Mus.	10
Nela Park (GE)	14
Notre Dame Coll.	16
Oberlin Coll.	647
Ohio State Univ.	1,269
Rowfront	3
St. Mary's Coll.	9
Temple Lib.	6
Univ. of Cincinnati	387
Univ. of Michigan	611
Univ. of Michigan Clements Lib.	137
Ursuline Coll.	19
Weslyan Univ.	74
Western Reserve Univ. Lib.	234
Western Reserve Univ. Med. School Lib.	90
Western Reserve Hist. Soc.	309
Xavier Univ.	3
TOTAL OF UNIQUE ITEMS	5,759

*Total of cards analyzed: 8,522

FIGURE 11-B: QUESTIONNAIRE II (cont'd.)

NUMBER OF UNIQUE ITEMS PER CONTRIBUTING LIBRARY

COLUMBUS UNION CATALOG	No. of cards in 6 drawers analyzed*
Akron Pub. Lib.	163
Bexley Pub. Lib.	6
Cadiz Pub. Lib.	5
Canton Pub. Lib.	112
Circleville Pub. Lib.	4
Cincinnati Pub. Lib.	469
Cincinnati Art. Mus.	2
Cleveland Hts. Pub. Lib.	25
Cleveland Pub. Lib.	1,866
Columbus Public Lib.	24
Dayton Pub. Lib.	112
East Cleveland Pub. Lib.	14
Elyria Pub. Lib.	11
Fremont	5
Grandview Pub. Lib.	7
HPSO Cincinnati	61
Hamilton Pub. Lib.	10
Josephinum Coll.	5
Lakewood Pub. Lib.	15
Lima Pub. Lib.	16
Lloyd-Cincinnati	93
Lorain Pub. Lib.	18
Mansfield Pub. Lib.	15
Massillon Pub. Lib.	11
Maumee Pub. Lib.	12
Middletown Pub. Lib.	3
New Philadelphia Pub. Lib.	3
Ohio State Arch, & Hist. Soc.	63
Salem Pub. Lib.	3
Sandusky	5
Springfield	47
State Lib. (Col.)	83
Toledo Pub. Lib.	104
Warren Pub. Lib.	6
Wooster Pub. Lib.	6
Xenia Pub. Lib.	9
Youngstown Pub. Lib	57
TOTAL OF UNIQUE ITEMS	3,470

*Total of cards analyzed: 6,634

FIGURE 11-B: QUESTIONNAIRE II

QUESTIONNAIRES RETURNED FROM LIBRARIES CONTRIBUTING TO EITHER OR BOTH OF THE UNION CATALOGS

TYPE	CLEVELAND	COLUMBUS	TOTAL OF TYPES
ACADEMIC	27	2	29
PUBLIC	(2) *	32	32
SPECIAL	11	2	13
total no. of libraries	38 (40)	36	74

*Contribute to both.

FIGURE 12: QUESTIONNAIRE III, A

LIBRARIES CURRENTLY CONTRIBUTING TO CLEVELAND REGIONAL UNION CATALOG (CRUC)

TYPE	No. of types per region	LIBRARIES CONTRIBUTING TO CRUC	REGION	YEAR ESTABLISHED
Academic	18-NE 1-SE 5-SW 1-NW 2-C	Akron University Library	NE	1950
		Antioch College	SW	1967
		Case Western Reserve University	NE	
		Sears Library	NE	1937
		School of Applied Social Sciences Lib.	NE	1937
		School of Law Library	NE	1937
		School of Library Science Library	NE	1937
		Freiberger Library	NE	1937
		Cincinnati Univ. College of Med. Lib.	SW	1937
		Cincinnati University Library	SW	1937
		Cleve. Health Sciences Lib. of Case Western Reserve University	NE	1937
		School of Dentistry Library	NE	
		School of Medicine Library	NE	1937
		School of Nursing Library	NE	1944
		Cleve. State University Library	NE	1937
		Defiance College	NW	1967
		Denison University Library	C	1950
		Hebrew Union College Library	SW	1937
		John Carroll University Library	NE	1957
		Kent State University Library	NE	1951
		Kenyon College Library	C	1941-50
		Miami University Library	SW	1937
		Notre Dame College Library	NE	1937
		Oberlin College Library	NE	1937
		Ohio University Library	SE	
		Ohio Wesleyan University Library	C	1937
		St. John College Library	NE	1964
		Ursuline College for Women Library	NE	1937
Public	2-NE	Cleveland Public Library		1937
		East Cleveland Public Library		1935
Special	12-NE 1-C	Alcan Aluminum Corp. Library	NE	1966
		Babcock & Wilcox Research Cen. Lib.	NE	1956
		Christian Science Reading Rm. Lib.	NE	1967
		Cleve. Institute of Art Library	NE	1937
		Cleve. Metropolitan General Hospital	NE	
		Cleve. Museum of Art Library	NE	1937
		Fed. Reserve Bank of Cleve. Lib.	NE	1937
		Garden Center of Greater Cleve. Lib.	NE	1937
		General Electric Co., Cleve. Lib.	NE	1937
		Natural Science Museum Library	NE	1937
		Ohio Historical Society Library*	C	
		The Temple Library	NE	1937
		W.R. Historical Society Library	NE	1937

*Did discontinue in 1961 and resumed in June 1967.

FIGURE 13: QUESTIONNAIRE III, A

NOTE TO FIGURE 14

Figure 27 presents a list of all libraries--academic, public and special, which contribute either to the Cleveland or the Columbus Union Catalogs. There are two Public Libraries, Cleveland P.L. and East Cleveland P.L. which contribute to both catalogs. Information as to the number of cards contributed and withdrawn, the frequency and regularity of contributions and withdrawals is given for each library for the last five years, as well as the year of beginning. This table enables us to detect the largest contributors. Among the 27 academic libraries contributing to the Cleveland UC, Oberlin leads this year with 21,397 (3,872 w.), the Case WRU libraries contributed 16,432 cds., withdrew 238, which compared with last year's 17,063 is more than 2,000 cds. less, but more than in 1965-13,535 cds. and more than in 1964-10,309 and in 1963-10,023. The next largest contributor among the academic libraries is the University of Cincinnati including its Medical School Library with 12,928 cds. in 1966-67, 13,878 in 1965-66, 11,732 in 1964-65, and 7,258 in 1963-64, and 7,749 in 1962-63.

Conclusion: Number of contributions is growing especially among the academic libraries as compared with 1965 and before.

FIGURE 14-NOTE: QUESTIONNAIRE III, A

CONTRIBUTIONS AND WITHDRAWALS TO CRUC

LIBRARIES	1966-67		1965-66		1964-65		1963-64		1962-63	
(Academic)	c	w	c	w	c	w	c	w	c	w
Akron U. Lib.	85		26		55		42		29	
Antioch Col. Lib.										
Case WRU	4972	4	7192		5007		3400		3922	
Sch. Applied Soc. Sci.	260		239	44	241	1	253	16	159	11
Sch. Law Lib.	64		318		320				149	
Sch. Lib. Sci. Lib.	491	12	320	31	214	235	166	36	198	57
Freiberger Lib.	9314	222	8994	708	7753	319	6490	711	5595	569
Cincinnati U. Med. Lib.										
Cincinnati U. Lib.	12928		13878		11732		7258		7749	52
Cleve. Health Sci. Lib. of CWRU	657		748		1371		1405		2067	
Sch. Dentistry Lib.	121		83	45	182	7	132	22	40	2
Sch. Med. Lib.	77		228				108		239	
Sch. Nursing Lib.	576	35	446	3	445		479	84	287	87
Cleve. State U. Lib.	4635	61	5116	1243	2389	356	2014	184	3191	187
Defiance Col. Lib.										
Denison Univ. Lib			72							
Hebrew Union Col. Lib.	2340	2	2597	3	2809	12	1714	17	1828	3
John Carrol U. Lib.	6098		3939		4066	3157	4260	889	4357	413
Kent State U. Lib.	2082		4208		3302		2352		4715	
Kenyon Col. Lib.	8		2		1		5		40	
Miami U. Lib.	7540		9785		8989		7831		8574	
Notre Dame Col. Lib.	1167		1182		807	105	586		437	
Oberlin Col. Lib.	21397	3782	8279	169	8070	1152	7129	474	2968	
Ohio Univ. Lib.	289						135			
Ohio Wesleyan U. Lib.	3122		3053		3885		3282		1456	
St. John Col. Lib.	1129		1002		770					
Ursulin Col. Lib.	1141		585		622		600		442	
(Public)										
Cleve. Pub. Lib.	12204	258	19905	1379	12440		16163	362	15203	1011
E. Clev. Pub. Lib.	2930	146	4978	1142	3523	1014	4302	2184	3257	2093
(Special)										
Alcan Aluminum Lib.	27									
Babcock & Wilcox Res. Lib.										
Christian Sci. R. R. Lib.	82									
Cleve. Inst. Art. Lib.	316		441		409		332		223	
Cleve. Mus. Art Lib.	1146		1694		1445		1609		1773	
Cleve. Met. Gen. Hosp.	1579									
Federal Res. Bank Lib.			179	59	61		124		49	
Garden Center of Greater Cleve. Lib.	301		570						359	
General Electric Lib. (Cleveland)	200		415		532					
Cleve. Mus. of Nat. Hist. Lib.	199		276		285		178		224	
Ohio Hist. Soc. Lib.										
The Temple Lib.	185		255		133		211		186	
Western Res. Hist. Soc. Lib.			625		483		631		844	

c=contributions w=withdrawals

FIGURE 14: QUESTIONNAIRE III, A

NOTE TO FIGURE 15

The data for the Columbus UC have been compiled on the basis of the calendar year--January-December, while the data for the Cleveland UC have been presented for the academic fiscal year--July 1-July 1 of the following year. Therefore, to have a uniform basis for comparison, numbers for the individual months, January-September, 1967, have been compiled in Figure 28.

FIGURE 15-NOTE: QUESTIONNAIRE III, A

CARDS RECEIVED AT CRUC FOR THE PERIOD JANUARY-SEPTEMBER 1967 (BY MONTH)

1967	New Cards	Withdrawal Notices	Cards for Master's Theses*	Cards for Recataloged items	TOTAL
January	5,665	55	-	-	5,720
February	14,334	1,573	7	-	15,914
March	6,013	13	77	-	6,103
April	15,884	33	257	-	16,174
May	11,410	157	65	2	11,634
June	21,511	41	17	-	21,569
July	16,461	401	6	117	16,985
August	13,561	34	-	-	13,595
September	8,600	78	35	-	8,713
TOTAL FOR THE PERIOD	113,439	2,385	464	119	116,407

*From:

Akron (sends only cards for Theses and Dissertations)
Kent
Miami
CWRU Lib.
U of C
Kenyon College (sends only on Rare Books)

FIGURE 15: QUESTIONNAIRE III, A

LIBRARIES CURRENTLY CONTRIBUTING TO STATE LIBRARY OF OHIO UNION CATALOG (SLOUC)

TYPE	LIBRARIES CONTRIBUTING TO SLOUC	YR.EST.	SIZE IN VOLS.
Academic	Pontifical College		
Public	Akron Public Library	1937	over 500,000
	Ashtabula County District Library	1956	100,-500,000
	Bexley Public Library	1937	100,-500,000
	Burton Troy School District Public Lib.		
	Cadiz Public Library	1950's	25,-100,000
	Caldwell Regional Library Service Center	1967	
	Canton Public Library Association	1937	100,-500,000
	Cincinnati & Hamilton County Public Lib.	1937	139,000
	Cleveland Public Library	1937-40	over 500,000
	Columbus Public Library	1937	over 500,000
	Coshocton Public Library		
	Cuyahoga County Public Library	1967	over 500,000
	Dayton & Montgomery County Public Lib.	1937	
	East Cleveland Public Library	1947	100,-500,000
	Elyria Public Library	1937	100,-500,000
	Grandview-Arlington Public Libraries	1957	25,-100,000
	Lane Public Library - Hamilton	1937	100,-500,000
	Lakewood Public Library	1937	100,-500,000
	Lima Public Library	1942	10,- 25,000
	Lorain Public Library	1937	100,-500,000
	Mansfield Public Library	1937	100,-500,000
	Massillon Public Library	1950's	100,-500,000
	Maumee-Lucas County Public Library	1937	100,-500,000
	Middletown Free Public Library	1937	100,-500,000
	Napoleon Regional Library Service Center	1967	25,-100,000
	New Philadelphia-Tuscarawas Cty.Dist.Lib.	1940	25,-100,000
	Sandusky Public Library	1940	25,-100,000
	Springfield & Clark Cty.Warder Public Lib	1937	100,-500,000
	Toledo Public Library	1937	over 500,000
	Wooster-Wayne County Public Library	1946	25,-100,000
	Xenia-Greene County District Library		
	Youngstown & Mahoning County Public Lib.	1937	
Special	State Library of Ohio	1937	

FIGURE 16: QUESTIONNAIRE III, A

CONTRIBUTIONS AND WITHDRAWALS TO SLOUC

LIBRARIES	1967 1st half		1966		1965		1964		1963		1962	
	c	w	c	w	c	w	c	w	c	w	c	w
Academic												
Bluffton College					765							
Josephinum College			950		375		750		335		900	
Public												
Akron	4220	330	8320	1450	10355	1985	7870	855	8250	1665	7995	610
Ashtabula	1000				1050		310				2000	
Bexley	1261	90	1857	280	2290	325	2430	400	2120	450	2392	425
Burton												
Cadiz	565		925		380				950		775	
Canton	1060		2800	115	1900	260	1000	1350	1715	210	3575	
Cincinnati	6248	833	13897	1485	14162	2660	11371	2970	12182	3455	11218	526
Cleveland	6000		10000		15000		12000		12000		12050	
Columbus	2420	400	5000	1794	7776	1807	4674	327	4593	667	3102	234
Coshocton										4		
Cuyahoga County	1043											
Dayton	4404		8285		6275	1000	4925	410	5875	1950	4630	775
East Cleveland	860	150	3675	300	1550	585	3500	1162	3665	2410	2965	1945
Elyria			2895	194	1950	254	2890	151	1117	113	2072	39
Grandview	962		1486		1558		1755		1752	5	1651	217
Hamilton	730	2628	2040	2852	2650	2502	1975	1826	1975		1900	909
Lakewood	2290		3360		4300		4125		4250		4005	
Lima	1000	52	5650	200	3000		5875	205	3400	310	2675	200
Lorain	659	68	358	506	1163	673	1804	295	1329	509	982	440
Mansfield	2675	765			1050	12	1100	525	1575	1001	1500	500
Massillon	454		1268	218	1634	1507	1592	654	1761		1230	276
Maumee			705	140	875	375	950		1675	300	575	
Middletown	541		783		299	75	300		222		450	
New Philadelphia	290	104	910	415	710	225	615		300	40	445	235
Sandusky			1140	225	450	575	960	335	1375	152	800	
Springfield	1598		4775		4800	2400	2450	1200	2400	1200	2275	1250
Toledo	2110		5980	454	6200	470	3900	500	5850	990	6200	722
Wooster	265	3	145		236		55		120		59	14
Xenia	1925	560					2500	1250				
Youngstown	930	716	3730	2298	3840	2095	4000	2036	3150	1093	5950	1619
Special												
Caldwell Center:state	1866											
Cin.Hist. Soc.:			340		160							
HPSO-Cin.							200				145	
Napoleon Center	2273											
State Library	2846	350	4839	305	4750		4125		3650		3341	

c=contributions w=withdrawals

FIGURE 17: QUESTIONNAIRE III, A

NUMBER OF CONTRIBUTING LIBRARIES BY REGION, TYPE, AND SIZE

REGION	TYPE	SIZE	CLEVELAND	COLUMBUS	TOTAL PER REGION
NE	ACADEMIC	LARGE	12	0	19
		MEDIUM	3	0	
		SMALL	4	0	
	PUBLIC	LARGE	2	13	19
		MEDIUM	0	4	
		SMALL	0	0	
	SPECIAL	LARGE	1	0	12
		MEDIUM	3	0	
		SMALL	8	0	
			Total No. of Libraries		50
SE	ACADEMIC	LARGE	0	0	0
		MEDIUM	0	0	
		SMALL	0	0	
	PUBLIC	LARGE	0	0	1
		MEDIUM	0	1	
		SMALL	0	0	
	SPECIAL	LARGE	0	0	0
		MEDIUM	0	0	
		SMALL	0	0	
			Total No. of Libraries		1

FIGURE 18 : QUESTIONNAIRE III, A (cont'd.)

NUMBER OF CONTRIBUTING LIBRARIES BY REGION, TYPE, AND SIZE

REGION	TYPE	SIZE	CLEVELAND	COLUMBUS	TOTAL PER REGION
NW.	ACADEMIC	LARGE	0	0	2
		MEDIUM	1	1	
		SMALL	0	0	
	PUBLIC	LARGE	0	3	5
		MEDIUM	0	2	
		SMALL	0	0	
	SPECIAL	LARGE	0	0	0
		MEDIUM	0	0	
		SMALL	0	0	
			Total No. of Libraries		7
SW	ACADEMIC	LARGE	4	0	5
		MEDIUM	0	0	
		SMALL	1	0	
	PUBLIC	LARGE	0	4	4
		MEDIUM	0	0	
		SMALL	0	0	
	SPECIAL	LARGE	0	0	1
		MEDIUM	0	1	
		SMALL	0	0	
			Total No. of Libraries		10

FIGURE 18: QUESTIONNAIRE III, A (cont'd.)

NUMBER OF CONTRIBUTING LIBRARIES BY REGION, TYPE, AND SIZE

REGION	TYPE	SIZE	CLEVELAND	COLUMBUS	TOTAL PER REGION
CENTRAL OHIO (COLUMBUS AND VICINITY)	ACADEMIC	LARGE	1	0	2
		MEDIUM	0	1	
		SMALL	0	0	
	PUBLIC	LARGE	0	2	3
		MEDIUM	0	1	
		SMALL	0	0	
	SPECIAL	LARGE	0	2	3
		MEDIUM	1	0	
		SMALL	0	0	
			Total No. of Libraries		8

FIGURE 18: QUESTIONNAIRE III, A

REGIONAL DISTRIBUTION OF LIBRARIES BY SIZE

	TYPE	N E	S E	N W	S W	CENTRAL	TOTAL
CLEVELAND	ACADEMIC	12*	1	2		--	15
	PUBLIC	1	--	--	--	--	1
	SPECIAL	1	--	--	--	--	1
COLUMBUS	ACADEMIC	--	--	1	--	1	2
	PUBLIC	8	1	2	2	1	14
	SPECIAL	--	--	--	--	--	0
					TOTAL LIBRARIES		33

*Includes CWRU Grad. School Libraries

FIGURE 19: QUESTIONNAIRE III, A

NOTE TO FIGURE 20

Acad.Libraries contributing to Clev.UC make their contributions mostly on a regular basis, but only 50% of them inform about their withdrawals. The public libraries, the largest and almost exclusive contributors to the Col. UC are also very regular in their contributions and in their withdrawals; yet 10 do not send any information about discarded material.

The special libraries do not show such regularity-only 50% have an established policy as to the time of contributions, and only one sends withdrawal notices monthly. The other 50% do not send withdrawal notices at all.

Thus, a total of 32 libraries out of 42 members of the Clev. UC make their contributions regularly, 22 of them also inform about their discarded material, 10 libraries are irregular in their contributions, 7 in their withdrawal notices, and 20 do not report on this matter at all. Out of 36 library members of the Col. UC, 31 do it on a regular basis, 5 irregularly. Withdrawal notices are sent by 16 libraries-more than 50%, b6 8 irregularly, 10 libraries-30%-do not send withdrawal notices at all.

The fact that a comparatively high number of libraries do not send in their withdrawal notices at all explains the high proportion of dead material in both UC and the misinformation given as to the location of certain items.

FIGURE 20-NOTE: QUESTIONNAIRE III, A

FREQUENCY AND REGULARITY OF CONTRIBUTIONS BY TYPE AND NUMBER OF LIBRARIES

TO CLEVELAND	CONTRIBUTIONS			TOTAL	WITHDRAWALS			TOTAL
	ACADEMIC	PUBLIC	SPECIAL		ACADEMIC	PUBLIC	SPECIAL	
WEEKLY	1	--	--	1	1	--	--	1
ONCE A MONTH	12	1	1	14	5	1	1	7
EVERY 2-3 MOS.	5	--	2	7	2	--	--	2
EVERY 6 MOS.	2	1	4	7	2	1	--	3
ONCE YEARLY	3	--	--	3	2	--	--	2
IRREGULARLY	4	--	6	10	2	--	5	7
NOT SENT					13	--	7	20
TO COLUMBUS								
WEEKLY	--	--	--		--	--	--	
ONCE A MONTH	--	10	1	11	--	4		4
EVERY 2-3 MOS.	--	5	--	5	--	3	--	3
EVERY 6 MOS.	--	7	1	8	--	6	--	8
ONCE YEARLY	--	7	--	7	--	3	--	7
IRREGULARLY	2	3	--	5	1	6	1	8
NOT SENT	--	--	--		1	10	1	12

FIGURE 20: QUESTIONNAIRE III, A

NUMBER OF CURRENT AND NON-CURRENT CONTRIBUTORS BY TYPE OF LIBRARY

CONTRIBUTORS	CLEVELAND				COLUMBUS			
	ACADEMIC	PUBLIC	SPECIAL	TOTAL	ACADEMIC	PUBLIC	SPECIAL	TOTAL
CURRENT	27	2	13	42	2	32	2	36
NON-CURRENT	16 *	2	4	22	--	6	4	10

* Includes 7 small departmental libraries of the Medical School of Case Western Reserve University which are represented now by the Cleveland Health Sciences Library

FIGURE 21: QUESTIONNAIRE III, A

NAMES OF LIBRARIES WHICH ARE NOT CURRENT CONTRIBUTORS

CLEVELAND**	COLUMBUS
Academic Baldwin Wallace Coll. Lib. Benedictine H.S.Lib. W.R.U. Institute of Pathology Lib. School of Med. Anatomy Lib. School of Med. Physiology Lib. Cleveland Bd. Ed. Lib. Michigan Univ. Clements Lib. Michigan Univ. Lib. Ohio State Univ. Lib. St. Mary's Seminary Lib. University Hospitals of Cleveland Lakeside Med. Lib. Lakeside Surgical Lib. MacDonald House Lib. Pediatrics Lib. Urbana Junior Coll. Lib. Xavier Univ. Lib.	Academic none
Public Cleveland Hgts. Pub. Lib. Lakewood Pub. Lib.	Public Ash. Harbor Pub. Lib. Salem Pub. Lib. Warren Pub. Lib. Circleville Pickway County Dist.Pub.Lib. Cleveland Hts.-University Hts.Pub.Lib. Bowling Green Pub. Lib.
Special Hayes Memorial Lib. New Church Lib. Park Synagogue Lib. Rowfant Club Lib.	Special Cincinnati Art Museum Lib. Fremont H.M. Lloyd Lib. and Museum, Cincinnati Ohio State Arch. & Hist. Soc. Lib.

** 7 Academic Libraries withdrew
7 CWRU small departmental libraries (represented by CHSL)
2 Michigan University Libraries
total 16 Academic Libraries

FIGURE 22: QUESTIONNAIRE III, A

CHANGES IN NUMBER OF CONTRIBUTING LIBRARIES
1937, 1966, 1967

	CLEVELAND UC			COLUMBUS UC		
	1967	1966	1937*	1967	1966	1937*
ACADEMIC	27	25	34**	2	2	
PUBLIC	2	2	4	32	29	22
SPECIAL	13	9	11	2	2	1

* Beginning of Union Catalogs in Cleveland and Columbus

** Small departmental libraries in Western Reserve Medical School were considered independent units as far as their contributions to CRUC were concerned at that time.

FIGURE 23: QUESTIONNAIRE III, A

NOTE TO FIGURE 24-A

Figure 37 shows the contributions of material on different subject fields. Twenty-two of the Ac. libraries contribute cards on all subjects represented in their libraries, 5 only on special subjects; medicine and law. Among the 22 the material seems well distributed, however, there are certain Ac. libraries with emphasis on special subjects. All public libraries seem to represent all subject areas, only one reported its emphasis on science and technology, giving as reason the frequent requests on these subjects from the industries. From 13 special libraries only 3 report their material on all subject fields. All the others contribute on the special material which composes their collections.

Since 13 special libraries, 4 industrial, 5 medical, and 9 academic special libraries contribute to the Cleveland UC, and only 2 special libraries (history) and one special academic library (religion) contribute to the Col. UC there should be considerably more material on science and technology in the Cleveland UC than in the Columbus UC. For better illustration of this aspect, see also chapter on Resources and Holdings.

FIGURE 24-A-NOTE: QUESTIONNAIRE III, A

NUMBER OF LIBRARIES CONTRIBUTING ITEMS, BY SUBJECT

	CLEVELAND U C			COLUMBUS U C		
	ACADEMIC	PUBLIC	SPECIAL	ACADEMIC	PUBLIC	SPECIAL
ALL SUBJECTS	22	2	3	2*	31	1
Emphasis on:						
Art & Arch.	3					
Behavior Sci.	3					
Economics			1			
Religion & Philos.	3		2	1		
Humanities	4			1		
Pure Sci. & Appl.Tech.	2				1	
Medicine	4					
History	3					
Biblio.& Ref.	16					
Exclusively:						
Sci. & Tech.			4			
Art			2		1	
Medicine			1			
Horticulture			1			
Law	1					
History			2			1
TOTAL	27	2	13	2	32	2

* All subjects but fiction and juvenile literature

FIGURE 24-A:QUESTIONNAIRE III, A

NOTE TO FIGURE 24-B

Figure shows the variety of forms and types of material for which the contributing libraries send records. Five academic libraries contributing to Cleveland and one to Columbus answered that they send cards for any form of bibliographic material that is cataloged and/or classified.

All of the academic libraries send to the Cleveland UC cards for books and monographs; more than 50% of them send cards for periodicals and serials, and one library, Akron University Library, reports only their theses. Among the public libraries contributing to the Columbus UC besides for book and monographs, only few send records for other type of material. Since not all libraries answered this particular question, it is difficult to draw any definite conclusion. On this aspect the corresponding table in the Chapter on the Resources and Holdings of the UC will throw more light.

In general, more forms of bibliographic material should be represented in the UC's. This means the libraries should catalog more of their bibliographic material other than books.

FIGURE 24-B-NOTE: QUESTIONNAIRE III, A

NUMBER OF LIBRARIES CONTRIBUTING ITEMS BY FORM AND TYPE

Type of Material	CLEVELAND U C			COLUMBUS U C		
	ACADEMIC	PUBLIC	SPECIAL	ACADEMIC	PUBLIC	SPECIAL
ALL TYPES*	7			1	20	
Emphasis on:						
Monographs	27	2	13	2	32	2
Bibliog. & Ref.	13				6	
Periodicals	13	1	4		12	1
Serials(Proc)	19	1	5		1	1
Trans.Symp. etc. Ann. rev. & rep.					1	1
Gov. Doc.	5**	1	2		2	1
Theses & Dissert.	7	1	2		1	1
Microforms	4	1	1		1	
Films	2	1			13	
Records	2	1			2	
Talking Bks	1	1			1	
Braille	1	1			1	
Exclusively:						
Thesis***	1				1	

* Anything cataloged-all cataloged forms of bibliog. material-no matter what physical form.

** Oberlin Univ. Lib. contributes only certain kind of Gov. Doc.

*** Akron Union

FIGURE 24-B:QUESTIONNAIRE III, A

EXISTENCE OF POLICY REGARDING CONTRIBUTIONS

(by type of library)
Libraries contributing
to

	CLEVELAND UC			COLUMBUS UC		
TYPE	WRITTEN	UNDERSTOOD	NO POLICY	WRITTEN	UNDERSTOOD	NO POLICY
ACADEMIC	8	8	7		2	
PUBLIC	2			3	24	5
SPECIAL	2	2	7		2	
TOTAL	12	10	14	3	28	5

FIGURE 25: QUESTIONNAIRE III, A

CONTRIBUTORS' AGREEMENT ON RETAINING OF LAST COPY

	YES	NO	WILL CONSIDER
ACADEMIC	13	9	1
PUBLIC	13	8	5
SPECIAL	8	3	1
TOTAL	34	20	7

FIGURE 26: QUESTIONNAIRE III, A

NOTE TO FIGURE 27

Figure 27 shows the cost of contribution borne by the member libraries, as reported by the libraries. Thirteen of the twenty-five academic libraries contributing to Cleveland UC show a great range of cost which varies between $8.00 and $1,820 for the last year; five report it as "negligible" and seven "as impossible to evaluate". The amount of $1,820 has been given by the Freiberger Library, $1,062 by Oberlin University Library.

The two public libraries contributing to both UC's report a total of $775. and $67.50; the special libraries contributing to Cleveland estimate their cost from $25 to $433. Three of these members consider it as "negligible" and five "impossible to evaluate".

Among the 14 public libraries contributing to the Columbus UC, estimates of the cost range between $25 and $218 for the last year; five consider it "negligible" and eleven "impossible to evaluate".

The Figure shows, however, that the cost is actually negligible for the smaller contributors, but amounts to hundreds of dollars for the larger ones.

FIGURE 27-NOTE: QUESTIONNAIRE III, A

COST OF CONTRIBUTION BY TYPE OF LIBRARY

For libraries contributing to

CLEVELAND			BOTH	COLUMBUS		
NUMBER OF LIBRARIES						
13, 5+, 7*		3, 3+, 5*	2	2*	14, 5+, 11*	2*
ACADEMIC	PUBLIC	SPECIAL	PUBLIC	ACADEMIC	PUBLIC	SPECIAL
$ 8.00		$433.00	$775.00		$380.00	
50.00		25.00	67.50		197.00	
50.00	See column "BOTH"	155.00			172.00	
30.00					125.00	
44.00					218.00	
554.00					65.00	
10.00					60.00	
530.00					25.00	
1,062.00					63.00	
85.00					66.00	
50.00					90.00	
386.00					175.00	
1,820.00					162.00	
					35.00	

+ Negligible cost * Impossible to evaluate

FIGURE 27: QUESTIONNAIRE III, A

NOTE TO FIGURE 28

The evaluation of the contributions clearly indicate that most libraries which answered this question consider it worthwhile and many gave reasons.

FIGURE 28-NOTE: QUESTIONNAIRE III, A

EVALUATION BY CONTRIBUTING LIBRARIES OF THEIR OWN CONTRIBUTIONS

WORTHWHILE:

	YES	NO	NO OPINION
ACADEMIC	19	1	9
PUBLIC	24	1	7
SPECIAL	11		4
TOTAL	54	2	20

FIGURE 28: QUESTIONNAIRE III, A

NUMBER OF 1956-1967 IMPRINTS SENT TO LIBRARY OF CONGRESS BY ELEVEN SELECTED LIBRARIES (BY MONTH, January-September, 1967)

LIBRARIES	JAN.	FEB.	MAR.	APR.	MAY	JUNE	JULY	AUG.	SEPT.	TOTAL
Case (Sears)	315	350	464	346	574	--	739	251	125	3,164
Cleve. Public	--	3189	-	2005	983	703	-	2853	-	9,733
Cleve. Museum of Art	191	-	-	187	-	305	107	-	182	972
Cleve. Instit. of Art	132	-	-	146	-	-	-	-	-	278
Hebrew Union	-	-	399	-	-	-	577	-	-	976
Kent	-	883	-	696	-	-	886	790	743	3,998
Miami	671	-	800	742	803	698	773	1491	558	6,536
Oberlin	-	-	-	1464	771	735	747	601	625	4,943
Ohio Weslyan	382	-	-	781	-	822	-	-	701	2,686
U. of Cin.	404	917	931	633	644	959	961	727	1208	7,384
U. of Cin. Med. Sch.						65				65
WRU Libraries	438	1212	994	986	977	-	353	882	1247	7,089
TOTAL	2569	6551	3588	7986	4752	5239	5143	7575	5389	47,824

FIGURE 29 : QUESTIONNAIRE III, A

LIBRARIES USING BOTH UNION CATALOGS
(Derived from Questionnaires only)

ACADEMIC	11
PUBLIC	15
SPECIAL	3
TOTAL	29

FIGURE 30: QUESTIONNAIRE III, B

LIBRARIES USING EITHER UNION CATALOGS OR BOTH
(Derived from Questionnaires only)

	CLEVELAND	COLUMBUS	TOTAL
ACADEMIC	45	7	52
PUBLIC	120	96	216
SPECIAL	18	7	25
TOTAL	183	110	293

FIGURE 31: QUESTIONNAIRE III, B

LIBRARIES USING EITHER UNION CATALOG

(Derived from questionnaires and UC Records)

	CLEVELAND	COLUMBUS	TOTAL
ACADEMIC	51	17	68
PUBLIC	21	161	182
SPECIAL	36	13	49
TOTAL	108	191	299

FIGURE 32-A: QUESTIONNAIRE III, B

QUESTIONNAIRES RETURNED BY LIBRARIES NOT USING EITHER UNION CATALOG

	Previous Knowledge about the U C	No Previous Knowledge	TOTAL
ACADEMIC	20	1	21
PUBLIC	80	39	119
SPECIAL	24	23	47
TOTAL	124	63	187

FIGURE 32-B: QUESTIONNAIRE III, B

BREAKDOWN OF FIGURE 32-B

REGION	TYPE	SIZE	TOTAL	TOTAL PER REGION
N E	ACADEMIC	LARGE	1	6
		MEDIUM	3	
		SMALL	2	
	PUBLIC	LARGE	2	58
		MEDIUM	13	
		SMALL	43	
	SPECIAL	LARGE	-	14
		MEDIUM	1	
		SMALL	13	
		Total No.of Libraries		78
S E	ACADEMIC	LARGE	-	1
		MEDIUM	1	
		SMALL	-	
	PUBLIC	LARGE	-	14
		MEDIUM	2	
		SMALL	12	
	SPECIAL	LARGE	-	5
		MEDIUM	-	
		SMALL	5	
		Total No.of Libraries		20

FIGURE 32-C: QUESTIONNAIRE III, B (cont'd.)

FIGURE 32-C: QUESTIONNAIRE III, B (cont'd.)

REGION	TYPE	SIZE	TOTAL	TOTAL PER REGION
N W	ACADEMIC	LARGE	1	8
		MEDIUM	6	
		SMALL	1	
	PUBLIC	LARGE	-	28
		MEDIUM	4	
		SMALL	24	
	SPECIAL	LARGE	-	9
		MEDIUM	-	
		SMALL	9	
		Total No.of Libraries		45
S W	ACADEMIC	LARGE	-	5
		MEDIUM	2	
		SMALL	3	
	PUBLIC	LARGE	-	7
		MEDIUM	3	
		SMALL	4	
	SPECIAL	LARGE	-	10
		MEDIUM	2	
		SMALL	8	
		Total No.of Libraries		22

FIGURE 32-C: QUESTIONNAIRE III, B

REGION	TYPE	SIZE	TOTAL	TOTAL PER REGION
CENTRAL	ACADEMIC	LARGE	-	1
		MEDIUM	1	
		SMALL	-	
	PUBLIC	LARGE	-	12
		MEDIUM	1	
		SMALL	11	
	SPECIAL	LARGE	-	9
		MEDIUM	1	
		SMALL	8	
		Total No.of Libraries		22

MOST FREQUENT USERS OF EITHER U C

CLEVELAND U C

TYPE OF LIBRARY BY NAME	REGION	1966-67	1965-66	1964-65
ACADEMIC				
Akron Univ.	NE	100	50	33
Antiock Univ.	SE	87	115	73
CWRU Library	NE	262	245	252
Cleve. State Univ. (Fenn Coll.)	NE	105	81	35
John Carroll Univ.	NE	18	11	28
Miami Univ	SW	115	110	86
Ohio State Univ.	CE	232	241	321
PUBLIC				
Cleve. Pub. Lib.	NE	81	73	201
E. Cleve. Pub.	NE	100	150	150
Dayton & Montgomory County	SW	37	258	31
Toledo	NW	12	19	18
SPECIAL				
Clevite Res. Lab.	NE	37	26	8
Cleve. Mus of Art	NE	30	25	24
Diamond Alkali	NE	42	25	109
Goodyear Aircraft (Akron)	NE	12	9	8
Harshaw Chem.	NE	27	13	18
NASA	NE	210	250	240
Nela Park (GE)	NE	28	22	24
TRW	NE	63	123	102
St. Luke's Hosp.	NE	35	41	50
Union Carbide	NE	32	---	---

COLUMBUS U C

		1967(1st ½)	1966	1965
ACADEMIC				
Wilmington Coll.	SW	48	66	54
Ohio State Univ.	CE	21	26	31
PUBLIC				
Long Distance				
Clyde	NW	147	164	68
E. Liverpool	NE	129	264	240
Napoleon Center	NW	579	452	308
Findlay	NW	159	104	36
Bellevue	NW	156	304	40
Newark	NE	174	108	14
Local				
State Lib.-Circulation & Ref.	CE	196	454	332
State Lib. - state-wide service	CE	5,400	5,538	5,947
Worthington	CE	60	75	63
SPECIAL				
Battelle Memorial	CE	21	34	23
Ohio Hist. Society	CE	17	21	28

FIGURE 32-D: QUESTIONNAIRE III. B

DISTRIBUTION OF USING LIBRARIES BY LOCATION, TYPE, AND SIZE

A. USING
CRUC

REGION	TYPE	SIZE	TOTAL	TOTAL PER REGION
N E	ACADEMIC	LARGE	13	30
		MEDIUM	9	
		SMALL	8	
	PUBLIC	LARGE	8	16
		MEDIUM	6	
		SMALL	2	
	SPECIAL	LARGE	2	28
		MEDIUM	4	
		SMALL	22	
		Total No.of Libraries		74
S E	ACADEMIC	LARGE	2	5
		MEDIUM	1	
		SMALL	2	
	PUBLIC	LARGE	-	-
		MEDIUM	-	
		SMALL	-	
	SPECIAL	LARGE	-	-
		MEDIUM	-	
		SMALL	-	
		Total No.of Libraries		5

FIGURE 33: QUESTIONNAIRE III, B (cont'd.)

FIGURE 33: QUESTIONNAIRE III, B (cont'd.)

REGION	TYPE	SIZE	TOTAL	TOTAL PER REGION
N W	ACADEMIC	LARGE	2	4
		MEDIUM	2	
		SMALL	-	
	PUBLIC	LARGE	-	2
		MEDIUM	1	
		SMALL	1	
	SPECIAL	LARGE	-	-
		MEDIUM	-	
		SMALL	-	
		Total No.of Libraries		6
S W	ACADEMIC	LARGE	6	8
		MEDIUM	1	
		SMALL	1	
	PUBLIC	LARGE	2	3
		MEDIUM	1	
		SMALL	-	
	SPECIAL	LARGE	-	1
		MEDIUM	1	
		SMALL	-	
		Total No.of Libraries		12

FIGURE 33: QUESTIONNAIRE III, B (cont'd.)

REGION	TYPE	SIZE	TOTAL	TOTAL PER REGION
CENTRAL	ACADEMIC	LARGE	2	4
		MEDIUM	2	
		SMALL	-	
	PUBLIC	LARGE	-	-
		MEDIUM	-	
		SMALL	-	
	SPECIAL	LARGE	2	7
		MEDIUM	1	
		SMALL	4	
		Total No.of Libraries		11

DISTRIBUTION OF USING LIBRARIES BY LOCATION, TYPE, AND SIZE

B. USING SLOUC

REGION	TYPE	SIZE	TOTAL	TOTAL PER REGION
N E	ACADEMIC	LARGE	1	5
		MEDIUM	3	
		SMALL	1	
	PUBLIC	LARGE	19	63
		MEDIUM	27	
		SMALL	17	
	SPECIAL	LARGE	1	2
		MEDIUM	1	
		SMALL	-	
		Total No.of Libraries		70
S E	ACADEMIC	LARGE	1	4
		MEDIUM	1	
		SMALL	2	
	PUBLIC	LARGE	3	17
		MEDIUM	7	
		SMALL	7	
	SPECIAL	LARGE	-	-
		MEDIUM	-	
		SMALL	-	
		Total No.of Libraries		21

FIGURE 33: QUESTIONNAIRE III, B (cont'd.)

FIGURE 33: QUESTIONNAIRE III, B (cont'd.)

REGION	TYPE	SIZE	TOTAL	TOTAL PER REGION
N W	ACADEMIC	LARGE	1	4
		MEDIUM	3	
		SMALL	-	
	PUBLIC	LARGE	2	43
		MEDIUM	20	
		SMALL	21	
	SPECIAL	LARGE	-	1
		MEDIUM	1	
		SMALL	-	
		Total No.of Libraries		48
S W	ACADEMIC	LARGE	1	2
		MEDIUM	1	
		SMALL	-	
	PUBLIC	LARGE	7	27
		MEDIUM	6	
		SMALL	14	
	SPECIAL	LARGE	-	1
		MEDIUM	1	
		SMALL	-	
		Total No.of Libraries		30

FIGURE 33: QUESTIONNAIRE III, B (cont'd.)

REGION	TYPE	SIZE	TOTAL	TOTAL PER REGION
CENTRAL	ACADEMIC	LARGE	-	2
		MEDIUM	2	
		SMALL	-	
	PUBLIC	LARGE	2	11
		MEDIUM	5	
		SMALL	4	
	SPECIAL	LARGE	2	9
		MEDIUM	3	
		SMALL	4	
		Total No.of Libraries		22

DISTRIBUTION OF USING LIBRARIES BY LOCATION, TYPE, AND SIZE

C. USING BOTH CATALOGS

REGION	TYPE	SIZE	TOTAL	TOTAL PER REGION
N E	ACADEMIC	LARGE	1	3
		MEDIUM	-	
		SMALL	2	
	PUBLIC	LARGE	7	11
		MEDIUM	3	
		SMALL	1	
	SPECIAL	LARGE	1	2
		MEDIUM	1	
		SMALL	-	
		Total No.of Libraries		16
S E	ACADEMIC	LARGE	1	2
		MEDIUM	-	
		SMALL	1	
	PUBLIC	LARGE	-	-
		MEDIUM	-	
		SMALL	-	
	SPECIAL	LARGE	-	-
		MEDIUM	-	
		SMALL	-	
		Total No.of Libraries		2

FIGURE 33: QUESTIONNAIRE III, B (cont'd.)

FIGURE 33: QUESTIONNAIRE III, B (cont'd.)

REGION	TYPE	SIZE	TOTAL	TOTAL PER REGION
N W	ACADEMIC	LARGE	1	2
		MEDIUM	1	
		SMALL	-	
	PUBLIC	LARGE	-	1
		MEDIUM	1	
		SMALL	-	
	SPECIAL	LARGE	-	-
		MEDIUM	-	
		SMALL	-	
		Total No.of Libraries		3
S W	ACADEMIC	LARGE	1	2
		MEDIUM	1	
		SMALL	-	
	PUBLIC	LARGE	2	3
		MEDIUM	1	
		SMALL	-	
	SPECIAL	LARGE	-	-
		MEDIUM	-	
		SMALL	-	
		Total No.of Libraries		5

FIGURE 33: QUESTIONNAIRE III, B

REGION	TYPE	SIZE	TOTAL	TOTAL PER REGION
CENTRAL	ACADEMIC	LARGE	1	2
		MEDIUM	-	
		SMALL	1	
	PUBLIC	LARGE	-	-
		MEDIUM	-	
		SMALL	-	
	SPECIAL	LARGE	1	1
		MEDIUM	-	
		SMALL	-	
		Total No.of Libraries		3

NUMBER OF REQUESTS FOR SERVICE FROM LIBRARIES BY TYPE OF LIBRARY FOR 1967 (Derived from Questionnaire)

CLEVELAND UNION CATALOG

NO. OF REQUESTS	ACADEMIC	PUBLIC	SPECIAL
Occasional	8	1	-
1-10	12	8	7
11-20	5	6	3
21-50	1	1	2
51-100	4	3	-
100 +	11	2	5
TOTAL	41	21	17

COLUMBUS UNION CATALOG

NO. OF REQUESTS	ACADEMIC	PUBLIC	SPECIAL
Occasional	1	1	1
1-10	4	23	2
11-20	5	21	-
21-50	1	17	1
51-100	-	12	1
100 +	2	30	2
TOTAL	13	104	7

FIGURE 34: QUESTIONNAIRE III,B

NUMBER OF REQUESTS RECEIVED DURING LAST FIVE YEARS

CLEVELAND UNION CATALOG

Manner of Use	1966-67	1965-66	1964-65	1963-64	1962-63
In person	8,400	6,000	5,200	4,900	3,500
Mail	1,900	1,060	1,331	1,215	684
Telephone:					
Local	3,180	2,764	2,600	2,394	2,400
Long Distance	220	250	126	160	107
TOTAL Received	13,700	10,074	9,257	8,509	6,691
Requests:					
Answered	9,134	6,746	6,157	5,649	4,291
Unanswered	4,566	3,328	3,100	2,860	2,400

COLUMBUS UNION CATALOG

Manner of Use	1967 (8 mos.)	1966	1965	1964	1963
Mail	5,533	5,626	6,093	4,751	4,325
Telephone:					
Local	380	1,018	972	1,089	787
Long Distance	1,717	2,754	812	62	-
TOTAL Received	7,630	9,398	7,877	5,902	5,132
Requests:					
Answered	4,880	6,191	5,051	3,663	3,187
Unanswered	2,750	6,191	2,826	2,239	1,945

FIGURE 35: QUESTIONNAIRE III, B

NUMBER OF YEARS OF USE OF THE UNION CATALOGS, BY TYPE OF LIBRARY *

TYPE	CLEVELAND U C				COLUMBUS U C			
	1	2-5	6-10	11+	1	2-5	6-10	11+
ACADEMIC	5	7	8	7	4	7	-	1
PUBLIC	2	5	2	10	5	20	10	6
SPECIAL	2	3	4	9	2	-	2	3

* NOTE: Some libraries did not answer this question.

PURPOSE OF USING UNION CATALOGS, BY TYPE OF LIBRARY DERIVED FROM QUESTIONNAIRE *

TYPE	CLEVELAND U C			COLUMBUS U C		
	Location of Item	Verification of Bibliogr. Information	Other	Location of Item	Verification of Bibliogr. Information	Other
ACADEMIC	30	11	-	13	-	-
PUBLIC	22	7	-	92	22	-
SPECIAL	17	5	-	7	2	-

* NOTE: Some libraries did not answer this question.

FIGURE 37: QUESTIONNAIRE III, B

MANNER OF USE OF UNION CATALOGS, BY TYPE AND NUMBER OF LIBRARY FOR THE PAST YEAR, DERIVED FROM QUESTIONNAIRE.

CLEVELAND UC

TYPE OF LIBRARY	NO. OF LIBRARIES USING	IN PERSON	BY MAIL	TELEPHONE	
				LOCAL	LONG DISTANCE
		%	%	%	%
ACADEMIC 41	1	100	-	-	-
	8	50	-	50	-
	18	-	80	-	20
	14	-	-	100	-
PUBLIC 19	2	30	-	70	-
	6	-	90	-	10
	5	-	-	100	-
	6	-	-	100	-
SPECIAL 20	6	30	-	70	-
	6	-	-	100	-
	8	-	50	-	50
	80				

COLUMBUS UC

TYPE OF LIBRARY	NO. OF LIBRARIES USING	BY MAIL	TELEPHONE	
			LOCAL	LONG DISTANCE
		%	%	%
ACADEMIC 14	3	-	100	-
	5	80	-	20
	2	75	-	25
	4	90	-	10
PUBLIC 109	46	80	-	20
	48	90	-	10
	10	-	100	-
	3	90	-	10
	2	99	-	1
SPECIAL 7	4	-	100	-
	2	30	70	-
	1	60	-	40
	130			

FIGURE 38: QUESTIONNAIRE III, B

TYPE OF USER FOR WHOM INFORMATION WAS REQUESTED DURING PAST YEAR

TYPE OF USER		CLEVELAND UC	COLUMBUS UC
TEACHERS:	Elementary	1	
	High School	8	52
	College	20	30
	University	29	13
STUDENTS:			
	High School	6	47
	College(Undergr.)	20	64
	Graduate	20	27
EMPLOYEES:			
	Government	6	11
	Industrial	10	7
	Others	8	27
MEDICAL STAFF		2	
RESEARCH PERSONNEL		3	2
MUSEUM STAFF		2	
CLERGYMEN		1	
GENERAL PATRONS		20	76

FIGURE 39: QUESTIONNAIRE III, B

SUBJECT CATEGORIES OF MATERIAL REQUESTED

	ACADEMIC		PUBLIC		SPECIAL	
	CLEVELAND	COLUMBUS	CLEVELAND	COLUMBUS	CLEVELAND	COLUMBUS
Gen.Works(000)	7	1	6	21	2	1
Philosophy(100)	10	3	16	34	1	1
Religion(200)	11	6	12	42	-	1
Sociology(300)	70	14	51	201	11	12
Philology(400)	5	1	7	25	-	1
Science(500)	26	3	9	47	8	4
Appl.Sc. Techn. Agr. & Mechanics (00)	19	4	15	79	16	6
Fine Arts & Architecture(700)	11	7	11	43	2	2
Literature(800)	25	11	11	58	1	1
Travel & Geog. (900)	9	-	14	71	-	2
Biography(920)	7	5	9	61	1	2
History	15	9	12	27	3	2
Fiction	6	-	11	-	-	-

FIGURE 40: QUESTIONNAIRE III, B

USE BY FORM OF MATERIALS

Cleveland UC (20 day Observation)

TYPE OF LIBRARY	NUMBER OF REQUESTS	MON.	PER./SER.	OTHER
ACADEMIC	330	190	120	20
PUBLIC	110	96	11	3
SPECIAL	221	40	170	11
TOTAL	661			

Columbus UC (30 days Request Analysis)

TOTAL NO. OF REQUESTS	TYPE OF LIBRARY	MON.	PER.	OTHERS
49	ACADEMIC	460	60	50
450	PUBLIC			
71	SPECIAL			
570				

FIGURE 41: QUESTIONNAIRE III, B

USE BY PUBLICATION DATES OF MATERIALS

Cleveland UC (20 day survey)

TYPE OF LIBRARY	TOTAL NO. OF REP.	PRE-1900-20		1921-44		1945-60		1960-67	
		MON	PER	MON	PER	MON	PER	MON	PER
ACADEMIC	330	50	1	53	8	70	14	80	54
PUBLIC	110	11	-	25	1	29	-	40	4
SPECIAL	221	-	-	-	-	51	89	79	92
	661								

Columbus UC*

	TOTAL NO. OF REQUESTS	PRE-1900-20	1921-44	1945-60	1960-67
Oct. 1966	452	21	59	188	184
Jan. 1967	725	50	115	260	300
	1,177	71	172	448	484

*Results taken from "Survey on ILL".for Oct. 1966 and Jan. 1967

FIGURE 42: QUESTIONNAIRE III, B

ANALYSIS OF REQUESTS NOT FILLED

CLEVELAND UC*

Type of Library	Total of Requests	No. of Requests not Answered	On What Subjects	On What Type of Material
Academic	330	67	Med: 10 Sci: 23 Techn: 14 Soc.Sci: 9 Liter: 7 Fiction:2	Science & Tech. Per. (in foreign lang: 35 Proceedings:20 Books: 12 All in 1960-1967
Public	110	34	Pure Sciences:6 Technical: 9 Liter: 4 Soc. Sci: 6 Gov Doc: 3 Pol. Sci: 3	Period: 14 Books: 20 1940-1967
Special	221	58	Techn: 15 Pure Sci: 6 Med: 15 Business: 10 Art & Arch: 8 Pol. Sci: 4	Sci & Tech Period. (for. lang: 20) Theses: 10 Patent: 8 Books: 20
TOTAL	661	159		

* Staff cannot verify in other bibliographic tools because they cannot leave the UC

FIGURE 43: QUESTIONNAIRE III, B (cont'd.)

ANALYSIS OF REQUESTS NOT FILLED

COLUMBUS UC*

Type of Library	Total of Requests	No. of Requests not Answered	On What Subjects	On What Type of Material
Academic	49	23	Sci: 4 Techn: 6 History: 3 Economics: 3 Soc. Sci: 3	Period. Proceedings Books
Public	450	76	Sci. & Techn: 10 Econ: 8 Educ: 10 Psych: 6 Soc. Sci: 9 Med: 12 Music: 2 Geography: 3 Travel: 2 Fiction: 14	Per.: 15 Articles: 5 Books: 50 Paperbacks: 6
Special	71	17	Fiction: 4 Business: 3 Med: 8 Art & Arch: 2	Per: 7 Books: 10
TOTAL	570	116		

* Staff cannot verify because of lack of bibliographical sources

FIGURE 43: QUESTIONNAIRE III, B (cont'd.)

ANALYSIS OF REQUESTS NOT FILLED

REASONS:

1. Material too recent:
   Cleveland: 50 Columbus: 3

2. Author not known:
   Cleveland: 9 Columbus: 7

3. Paperbacks:
   Cleveland: Columbus: 3

4. Fiction:
   Cleveland: Columbus: 14

*5. Incomplete and inaccurate bibliographic information not possible to verify:
   Cleveland: 20 Columbus: 8

6. Staff was not able to identify:
   Cleveland: 19 Columbus: 38

7. Locations not found because in both UC's not listed, or (a) letter cards misfiled, (b) in Cleveland, cards out in Washington, (c) recent accession too slow to be processed.

*Staff cannot verify in their bibliographical tools because they cannot leave the UC.
Staff cannot verify because of lack of bibliographic sources.

FIGURE 43: QUESTIONNAIRE III, B

UNIQUE USES OF SLOUC 3 YEAR SURVEY

	1967(1st half)			1966			1965			1964		
	No.of Req.	Answ.	Not Answ.	No.of Req.	Answ.	Not Answ.	No.of Req.	Answ.	Not Answ.	No.of Req.	Answ.	Not Answ.
Long Distance	1717	1334	383	2754	2201	553	812	674	138	516	755	175
Local Calls	210	142	68	564	262	202	640	445	195	414		
State Ref. Dep. & Circ.	68	43	25	186	108	78	61	35	26	80	63	17
Statewide Services	5499	3261	2238	5538	3270	2268	5947	3668	2279	4534	2749	1785
Mail	34	29	5	88	72	16	146	77	69	217	147	70
TOTALS	7630	4880	2750	9130	5913	3117	7606	4899	2707	5751	3714	2047

FIGURE 44: QUESTIONNAIRE III, B

LIBRARIES MOST OFTEN USING UNION CATALOGS

CRUC

TYPE OF LIBRARY BY NAME	REGION	1966-67	1965-66	1964-65
ACADEMIC				
Akron Univ.	NE	100	50	33
Antiock Univ.	SE	87	115	73
CWRU Lib.	NE	262	245	252
John Carroll Univ.	NE	18	11	28
Miami Univ.	SW	115	110	86
Ohio State Univ.	CE	232	241	321
PUBLIC				
Cleveland Pub.	NE	81	73	201
E. Cleveland Pub.	NE	100	150	150
Dayton Pub.	SW	37	258	31
Toledo	NW	12	19	18
SPECIAL				
Clevite Res. Lab.	NE	37	26	8
Cleveland Museum of Art	NE	30	25	24
Diamond Alkali	NE	42	25	109
Harshaw Chem.	NW	27	13	18
Nela Park (GE)	NE	28	22	23
TRW	NW	63	123	102
Union Carbide	NE	32	---	---
St. Luke's Hosp.	NE	35	41	50
NASA	NE	210	250	240
Newberry Lib. (Chicago)	*	40	---	---

SLOUC

		1967 Jan-Sept.	1966	1965
ACADEMIC				
Wilimington College	SW	48		
Ohio State Univ.	CE	21		
PUBLIC				
Long Distance				
Bellevue	NE	156	304	10
Clyde	NW	147	167	68
E.Liverpool	NE	129	264	240
Findlay	NW	159	104	36
Newark	NW	174	108	4
Worthington				
Local				
State Lib. Reference	CE	68	186	61
State-wide Service	CE	5499	5538	5947
SPECIAL				
Battelle	CE		21	
Ohio Hist	CE		10	

FIGURE 45: QUESTIONNAIRE III, B

USE OF VARIOUS SOURCES FOR LOCATION OF ITEMS NOT OWNED BY LIBRARIES
(by type and size of library)

Total Use								
	CRUC	SLOUC	SLO REF. DEPT.	NUC	ULS & NST	CHEMICAL ABSTRACTS	LC Location Service	OTHERS
Type: ACADEMIC LIBRARIES Size: LARGE								
1.	1/2%	1/2%	20%	55%	24%			
2.	7%	1%		90%	2%			
3.	3%		20%	70%	7%			
4.	3%		20%	70%	7%			
5.	10%	10%		60%	20%			
6.	1%			99%				
7.	5%			5%	84%	5%	1%	
8.	5%			80%	15%			
9.	1%		1%	92%	5%	1%		
10.	90%			5%	5%			
11.	1%			99%				
12.	1%			4%	95%			
13.	5%			85%				10%
14.	1%			50%	40%	5%		4%
15.	20%			60%	20%			
16.	30%			40%	30%			
17.	25%				50%			25%
18.	8%			25%	55%	7%	5%	
19.	25%			30%	40%	5%		
Type: ACADEMIC LIBRARIES Size: MEDIUM								
20.	35%	45%		20%				
21.	20%	20%	20%	20%	20%			
22.	20%			20%	30%		20%	10%
23.	25%		70%	5%				
24.	5%	1%		20%	73%	1%		
25.	2%	2%	6%	20%	70%			
26.	9%	1%	20%	50%	20%			
27.	20%	10%		40%	10%	20%		
28.	5%			55%	20%	20%		
Type: ACADEMIC LIBRARIES Size: SMALL								
29.	100%							
30.	100%							
31.		60%		30%	10%			
32.		20%						80%
33.	10%		50%		40%			
34.		10%		50%				40%
35.	30%			9%	60%		1%	
36.	30%				30%	5%	5%	30%

FIGURE 46: QUESTIONNAIRE III, B (cont'd)

USE OF VARIOUS SOURCES FOR LOCATION OF ITEMS NOT OWNED BY LIBRARIES
(by type and size of library)

Total Use								
	CRUC	SLOUC	SLO. REF. DEPT	NUC	ULS & NST	CHEMICAL ABSTRACTS	LC Location Service	OTHERS
Type: PUBLIC LIBRARIES Size: LARGE								
1.	60%	40%						
2.	40%	40%	10%	10%				
3.	20%	70%		10%				
4.	40%	50%		10%				
5.		50%	50%					
6.	5%	10%	5%	75%		5%		
7.		100%						
8.	100%							
9.		100%						
10.		100%						
11.		100%						
12.		90%						10%
13.		100%						
14.	20%	80%						
15		50%						50%
16.		100%						
17.		90%						10%
Size: MEDIUM								
18.	3%	95%	2%					
19.		95%					5%	
20.		100%						
21.		50%	50%					
22.		100%						
23.		100%						
24.		25%						75%
25.		80%	20%					
26.		100%						
27.		10%		10%				80%
28.		100%						
29.		100%						
30.		90%						10%
31.		99%						1%
32.	1%	96%		1%	2%			
33.		50%	50%					
34.		80%		10%	10%			
35.	50%	50%						
36.	25%	75%						
37.		100%						
Size: SMALL								
38.		100%						
39.		100%						
40.		100%						
41.		90%						10%
42.	1%	99%						
43.	1%	98%					1%	
44.		100%						

FIGURE 46: QUESTIONNAIRE III, B (cont'd)

USE OF VARIOUS SOURCES FOR LOCATION OF ITEMS NOT OWNED BY LIBRARIES

(by type and size of library)

	Total Use							
	CRUC	SLOUC	SLO REF. DEPT.	NUC	ULS & NST	CHEMICAL ABSTRACTS	LC Location Service	OTHERS
Type: PUBLIC LIBRARIES Size: SMALL (cont'd)								
45.		100%						
46.		50%	50%					
47.		100%						
48.		100%						
49.		100%						
50.		100%						
51.		100%						
52.		100%						
53.		100%						
54.		50%	50%					
55.		75%		25%				
TYPE: SPECIAL LIBRARIES Size: LARGE								
1.	5%		5%					90%
2.	1%							99%
3.		5%			60%	20%		15%
4.	10%		30%	10%	50%			
5.	5%	35%	40%		10%			10%
Size: MEDIUM								
6.	10%	10%	10%	10%	10%		10%	40%
7.	20%		20%		15%	20%	20%	5%
8.		20%						80%
9.	1%							99%
10.	1%				5%	90%		4%
11.	1/2%				99%			1/2%
12.	5%				45%			50%
13.		10%	30%					60%
Size: SMALL								
14.		50%	50%					
15.		20%	20%	20%	40%			
16.	80%			5%	10%	5%		
17.	50%							50%
18.	100%							
19.	50%				50%			
20.	25%			75%				
21.	25%			75%				
22.	95%				4%			1%
23.	10%	10%	20%	50%				10%
24.	100%							
25.	97%			2%				1%
26.	25%				60%			15%
27.	50%				30%	20%		
28.	20%			10%	20%	30%	10%	10%

FIGURE 46: QUESTIONNAIRE III, B

EVALUATION OF UC's BY USING LIBRARIES BY SIZE AND TYPE OF LIBRARIES

	ACADEMIC						PUBLIC						SPECIAL					
	CLEVELAND			COLUMBUS			CLEVELAND			COLUMBUS			CLEVELAND			COLUMBUS		
	L	M	S	L	M	S	L	M	S	L	M	S	L	M	S	L	M	S
Very of extremely useful	12			3			8		5	66		1	13			3		
Moderately useful	18			7			6			7			1					
Inadequate	1						1			1								
No opinion	6						2			4		1	4			4		

L= Large M= Medium S= Small

Batelle & NASA "extremely useful"

FIGURE 47: QUESTIONNAIRE III, B

INTER-LIBRARY LOANS
AVAILABILITY OF ITEMS LOCATED THRU UC's

CRUC	ACADEMIC		PUBLIC		SPECIAL	
	NO. OF LIB.REQ. ILL	% OF ALL REQ.	NO. OF LIB. REQ. ILL	% OF ALL REQ.	NO. OF LIB. REQ. ILL	% OF ALL REQ.
NE	10	100	11	100	10	100
	15	90	1	0	3	75
	2	50			2	50
SE	1	100		100		
	3	90				
	1	10				
NW	2	100	2	100		
	1	90				
	1	50				
SW	3	100	1	100	1	90
	1	90				
	1	50				
CE	3	100			1	100

SLOUC	ACADEMIC		PUBLIC		SPECIAL	
	NO. OF LIB. REQ. ILL	% OF ALL REQ.	NO. OF LIB. REQ. ILL	% OF ALL REQ.	NO. OF LIB. REQ. ILL	% OF ALL REQ.
NE	3	100	6	100	1	100
	2	50	5	50		
SE	2	100	10	100		
	1	50	1	25		
NW	1	100	20	100	1	25
	1	50				
SW			15	100		
CE			4	100	3	100
					2	90

FIGURE 48: QUESTIONNAIRE III,B

NUMBER OF INTER-LIBRARY LOAN REQUESTS RECEIVED AS A DIRECT RESULT OF VERIFICATION OF ITEMS IN UC

No. of ILL Requests as result of verification	No. Libraries at the Cleveland UC	No. of Libraries at the Columbus UC
I-20	18	27
20-50	6	22
51-100	2	17
100 or more (500)	1	-

Most of the libraries did not answer this question as not all ILL request forms indicated where the location of the item has been verified.

FIGURE 49: QUESTIONNAIRE III, B

INTER-LIBRARY LOANS REIMBURSED BY STATE LIBRARY

1966	LOANED	BORROWED
Akron	261	56
Cincinnati	521	3
Cleveland	524	0
Dayton	210	31
E. Cleveland	51	15
Lakewood	29	4
Youngstown	93	26
1965		
Akron	198	30
Cincinnati	651	4
Cleveland	546	0
Dayton	159	34
E. Clev.	44	16
Lakewood	33	3
Youngstown	52	24

This is a list of libraries applying to State Library for reimbursement for the inter-library loans (outside their own county) in excess of the number borrowed.

These were furnished by Faith Stoughton. She has assumed that those who did not apply did not make a significant number of loans.

FIGURE 50: QUESTIONNAIRE III, B.

ANALYSIS OF THE INDIVIDUAL USE OF THE CRUC (20 DAY SURVEY) - A

	CWRU			OTHER UNIV.			Cleveland Area Research Personnel	Librarians & Library Staff	Others	Total
	UG	G	F	UG	G	F				
No. of Users	26	81	19			8	12	15	9	170
Total No. of Req.	52	268	51			15	30	26	9	451
No. Req. Filled	32	187	44			9	22	23	6	323
No. Req. Not Filled	20	81	7			6	8	3	3	128

FIGURE 51: QUESTIONNAIRE V

ANALYSIS OF THE INDIVIDUAL USE OF THE CRUC (20 DAY SURVEY) - B

SUBJECTS OF ITEMS REQUESTED	REQUESTS FILLED	REQUESTS NOT FILLED	TOTAL
Bibl. and Ref.	9	1	10
Philos. and Relig.	24	9	33
Educ. and Psychol.	5	21	26
Soc. Sciences	100	20	120
Linguistics	14	5	19
Science	16	13	29
Technology	40	12	52
Medicine	15	6	21
Fine Arts & Archit.	6	19	25
Literature	50	5	55
History & Biography	32	17	49
Fiction	2	-	2
Foreign Publ.	10	-	10

NOTE: TYPES OF MATERIALS MOST FREQUENTLY NOT FOUND:

Periodicals and Serials
Manuscripts

REASONS:

1. Mostly the card was not found, might have been misfiled.
2. This year's publications--cards out in LC.
3. User did not find, but staff did on a few occasions.

FIGURE 52: QUESTIONNAIRE V

ANALYSIS OF THE INDIVIDUAL USE OF THE CRUC (20 Day Survey) - C

	CWRU			OTHER UNIV.			CLEVE. AREA RES. PERS.	IBRARIANS & IBRARY STAFF	OTHER	TOTAL
	UG	G	F	UG	G	F				
Number of Users	26	81	19	-	-	8	12	15	9	170
REASON FOR USE:										
Location	23	74	17	-	-	5	10	11	8	148
Verification of bibliographic info.	3	7	2	-	-	3	2	4	1	22
PREFERABLE WAY OF USE										
Personally	20	64	15	-	-	6	11	14	7	137
Staff help	6	17	4	-	-	2	1	1	2	33
EVALUATION:										
Extremely useful	18	46	16	-	-	4	5	10	4	103
Moderately useful	5	15	2	-	-	4	1	4	2	33
Inadequate	3	4	1	-	-	-	-	-	-	8
No opinion	-	16	-	-	-	-	6	1	3	26

NOTE I: Previous knowledge about the CRUC 130
Were referred to by professors or reference librarian 40

NOTE II: Had used the CRUC for years 150
Started using it this year 20

NOTE III: 50% of all users use the CRUC when there is no staff in attendence (after 5 p.m. and on Saturday and Sunday.

FIGURE 53: QUESTIONNAIRE V